MINUTES
BURKE COUNTY BOARD OF COMMISSIONERS
PRE-AGENDA MEETING

The Burke County Board of Commissioners held a pre-agenda meeting on Tuesday, May 7, 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 Scott Mulwee, Vice Chairman Randy Burns (left at 4:03 p.m. to head to Raliegh) Johnnie W. Carswell Phil Smith
STAFF:	Brian Epley, County Manager Margaret Pierce, Deputy County Manager/Finance Director J.R. Simpson, II, County Attorney Kay Honeycutt Draughn, Clerk to the Board

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

APPROVAL OF THE AGENDA
Motion: To approve the agenda as amended. The amendment was to reschedule Action Item No. 1 to occur immediately after Presentation Item No. 2 due to scheduling conflicts and to change Consent Items No. 15 and 16 to Consent Items No. 1 and 2.

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

PRESENTATIONS

AS - PET OF THE MONTH
Kay Draughn, Clerk to the Board, reported that Animal Services staff would present a dog and cat in need of their "furever" home 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 MAY 21, 2024, AT 6:00 P.M.**

BOC - PRESENTATION OPPOSING CHARLOTTE'S WATER TRANSFER REQUEST FROM

CATAWBA RIVER
Anthony Starr, Executive Director, WPCOG, provided an overview of Charlotte Water's Interbasin Transfer (IBT) request. He emphasized the importance of the Catawba River as a vital resource for the future, well-being, and economic development of the Western Piedmont region. Charlotte Water filed a notice of its intent to request an increase in its IBT from 33 million gallons per day (MGD) to 63 MGD, transferring water from the Catawba River Basin to the Rocky River Basin, a tributary of the Yadkin / Pee Dee River. This proposed increase is in addition to the regular daily withdrawals conducted by Charlotte and other utility providers.

IBTs are regulated by the State and managed by the Environmental Management Commission (EMC). In 2002, Charlotte received approval to transfer 33 MGD from the Catawba River Basin to the Rocky River Basin. In 2005, Concord and Kannapolis requested an additional 36 MGD transfer, leading to a compromise where only 10 MGD was approved between North Carolina and South Carolina, with the stipulation that local water sources be used first before accessing the Catawba River Basin. Additionally, there is a clause that reduces the allowable withdrawal amount during drought conditions.

Mr. Starr recounted that a drought 15 years ago nearly caused water intake systems to fall below the water intake level, posing a significant risk to the water supply. Local governments are now concerned about the potential impact of Charlotte Water's additional withdrawal request on this limited resource. The long-term implications of the increase are uncertain, and there is worry that it could affect water availability for regional governments, impacting both current residents and future economic growth.

The Catawba Wateree Management Group (CWMG) was established to coordinate resources and plan for the Catawba River Basin. However, Charlotte did not inform CWMG of their request until recently. Mr. Starr suggested that Charlotte should wait until CWMG completes its water supply master plan before proceeding. The last master plan indicated that Charlotte would have adequate water at the current 33 MGD level until 2065, yet they are already requesting an increase. Additionally, there are concerns about the potential rise in water pollutant concentration levels if such a large withdrawal is approved.

Mr. Starr stressed that no one is against Charlotte's growth, as it benefits everyone. However, he believes Charlotte should take measures to support their growth without compromising the resources needed for the growth of other areas.

A public meeting on this matter will be held on May 8, 2024, at 5:30 p.m., at the Ridgeview Branch Library, 706 1st Street NW in Hickory. Additional public input meetings will also be scheduled. After gathering public input, an environmental impact study will be conducted. Subsequently, the EMC will hold a hearing to decide whether to approve the request. This hearing will follow a quasi-judicial process, meaning it will have stricter rules regarding the input allowed.

Chairman Brittain opened the floor for questions or comments. Commissioner Carswell expressed that he saw no benefits for the County in this IBT request. Vice Chairman Mulwee asked if there was anyone in favor of the IBT besides Mecklenburg County and inquired about the likelihood of the IBT being denied. Mr. Starr replied that, aside from the municipalities served by Charlotte, he did not know of anyone supporting the request. He mentioned that South Carolina has expressed similar concerns as those discussed. Mr. Starr also noted that the last IBT operated under different regulations, suggesting that the odds of denial might be better this time, but he was unsure due to the newness of the process and being unsure about Charlotte's willingness to compromise. In response to Vice Chairman Mulwee's question, Mr. Starr clarified that there has been no transfer at the Catawba River Basin since the law changed, though there have been transfers in other parts of the state. Commissioner Carswell asked if local governments could reach out to the EMC. Mr. Starr believed it unlikely, as the quasi-judicial nature of the proceeding prohibits ex parte conversations before the hearing. Commissioner Burns highlighted that the water level not only impacts drinking water, but also power generation and recreation.

Note: A resolution will be presented for Board consideration during the Action Items portion of the meeting, which was subsequently moved to follow immediately after this presentation during the vote to approve the agenda. Presenting the adopted resolution of opposition at the public hearing in Hickory will require Board action at the pre-agenda meeting.

Motion: To accept the report as presented.

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

At this point in the meeting, the Board addressed Action Item No. 1 as voted upon for the agenda as amended.

BOC - RESOLUTION OPPOSING CHARLOTTE'S WATER TRANSFER REQUEST FROM CATAWBA RIVER

Anthony Starr, Executive Director, WPCOG, presented information during Presentation No. 2 on Charlotte Water's Interbasin (water) transfer request. Charlotte Water filed a notice of its intent to request an increase from 33 million gallons per day (MGD) to 63 MGD regarding the water it transfers from the Catawba River Basin to the Rocky River Basin, a tributary of the Yadkin / Ped Dee River. A public meeting on this matter will be held on May 8, 2024, at 5:30 p.m., at the Ridgeview Branch Library, 706 1st Street NW in Hickory.

To present the adopted resolution of opposition at the public hearing would require Board action at the pre-agenda meeting.

Note: This item was moved to occur immediately after Presentation Item No. 2 due to scheduling conflicts during the approval of the agenda.

Motion: To adopt Resolution No. 2024-09.

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

Resolution No. 2024-09 reads as follows:

BURKE COUNTY
NORTH CAROLINA

RESOLUTION TO OPPOSE THE CITY OF CHARLOTTE
INTERBASIN TRANSFER REQUEST

WHEREAS, North Carolina Environmental Management officials are currently reviewing a request from the City of Charlotte to modify their certificate to increase their current transfer of 33 million gallons per day to 63 million gallons of water per day from the Catawba River Basin to the Rocky River Basin; and

WHEREAS, this latest request is a trend of additional interbasin transfer water usage from the Catawba River as evidenced by the following:

> Charlotte / Mecklenburg's previously approved certificate of 33 million gallons per day interbasin transfer to the Rocky River in 2002; and
>
> Concord and Kannapolis's previously approved certificate of 10 million gallons per day interbasin transfer to the Rocky River in 2007; and

WHEREAS, the net effect of the aforementioned actions will result in a total increased usage of 73 million gallons per day from the Catawba River Basin to the Rocky River Basin; and

WHEREAS, the Catawba River and its tributaries are not an unlimited supply of water as evidenced by previous years of drought conditions experienced most notably by the Upper Catawba Basin and the entire State of North Carolina; and

WHEREAS, Burke County and the Western Piedmont Region are considered growth areas for North Carolina with additional water needs in the future, and that there is a valid concern that interbasin transfers of this magnitude may effectively subsidize growth in receiving areas using the limited water resources of the Catawba River Basin; and

WHEREAS, issues of equity and sustainability are in question as it involves one region bearing the environmental and infrastructural costs of supporting growth in another region, and it is essential to consider the long-term implications and fairness of such resource allocations; and

WHEREAS, reducing the flow of the Catawba River by transferring water could lead to greater concentrations of pollutants in the river, a reduced flow rate diminishing the river's natural ability to dilute and transport pollutants, which have detrimental effects on aquatic ecosystems, recreational activities, and public health within the Catawba River Basin; and

WHEREAS, the Burke County Board of Commissioners is concerned the proposed interbasin transfer will limit the amount of water available for withdrawal to support growth in our area due to regulation limits under state and federal laws; and

WHEREAS, the Burke County Board of Commissioners does hereby express its concern about the long-term availability of water within the Catawba River Basin and believes transferring water from the Catawba River Basin to the Rocky River Basin could indeed limit future growth opportunities for local communities in the Catawba River Basin; and

WHEREAS, the Catawba Wateree Water Resource Management Group is actively working to update its water supply master plan for the entire river basin and Charlotte should wait until that process is complete; and

WHEREAS, previous studies for the Catawba River called for the elimination of interbasin transfers as a strategy to protect the river and water supplies during drought conditions and an IBT should be a temporary measure to accommodate growth and not a permanent solution; and

WHEREAS, the 2015 Water Supply Master Plan for the Catawba River projected Charlotte's current IBT would be sufficient through 2065 and that Charlotte should not increase its IBT for its growth needs over the next 30 years; and

WHEREAS, Charlotte should instead use that time to implement water infrastructure and policies to eliminate its current IBT certificate issued in 2002; and

WHEREAS, water availability is crucial for sustaining economic development, agriculture, and quality of life in growing communities and if water is diverted elsewhere, it may constrain the ability of communities within the Catawba River Basin to support their own development and population growth; and

WHEREAS, our region should not be forced to give up its potential growth opportunities to subsidize Charlotte's growth with our water resources; and

NOW, THEREFORE, BE IT RESOLVED that the Burke County Board of Commissioners request that the North Carolina Environmental Management Commission deny the City of Charlotte interbasin transfer request to modify their certificate to transfer 63 million gallons of water per day from the Catawba River Basin to the Rocky River Basin.

Adopted this 7th day of May 2024.

/s/: Jeffrey C. Brittain
Jeffrey C. Brittain, Chairman
Burke Co. Board of Commissioners

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

BOC - PROCLAMATION CELEBRATING ROBERT HEWAT ON HIS 100TH BIRTHDAY
Chairman Brittain reported that approval of a proclamation commemorating the 100th birthday of Burke County resident Robert "Bob" Hewat on May 23, 2024, was requested.

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 MAY 21, 2024, AT 6:00 P.M.**

BH - BRIGHTER HOUSE - PROCLAMATION DECLARING MAY AS MENTAL HEALTH AWARENESS MONTH

Stephen Savarimuthu, Executive Director, Brighter House, relayed that Brighter House is a new Morganton-based psychosocial rehabilitation program for adults with severe and persistent mental illnesses. This is a request for approval of a proclamation recognizing May as Mental Health Awareness Month, welcomes the Brighter House as a new service provider in Burke County and encourages all residents to recognize the importance of mental health. It encourages support for those facing challenges and emphasizes the utilization of local resources to cultivate empathy, understanding, and support for mental well-being. This ensures that everyone has the opportunity to thrive and live their best lives. This proclamation sends a powerful message that mental health is not a taboo subject, but a fundamental aspect of overall wellbeing.

Chairman Brittain opened the floor for questions and comments in addition to expressing gratitude to Brighter House for their contributions to the community. Commissioner Carswell read from the proclamation: "Whereas, it is our collective responsibility to champion mental health awareness and advocate for policies and initiatives that prioritize mental health care, equity, and accessibility for all members of our community." He then commended Sherri and Eddie McGimsey, Co-Founders of Brighter House, for their mission to support those with mental health issues and applauded their dedication and hard work. There being nothing further, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 21, 2024, AT 6:00 P.M.**

BCCOC - RECOGNITION OF WINNERS FROM THE CHAMBER'S SPRING LITTER SWEEP

Kay Draughn, Clerk to the Board, reported that Chamber President, Tonia Stephenson, will present the results of the Chamber's Spring Litter Sweep event and the Board is asked to recognize the grand prize winners 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 MAY 21, 2024, AT 6:00 P.M.**

TDA - FINANCIAL UPDATE FOR THE PERIOD ENDING MARCH 31, 2024

Ed Phillips CEO, TDA, reported a significant increase in visitors to the new building, with an 82% rise in foot traffic in Q1 compared to the previous year. He noted that the county has 198 vacation rentals, which account for about 35 - 37% of the monthly room occupancy revenue. He then reported TDA's quarterly receipts and expenditures as follows:

BURKE COUNTY TDA
March 31, 2024

Assets		
	1014 First Citizens Bank	$ 359,662.55
	1015 NC Capital MGMT Account	$ 403,856.20
	Total Checking	$ 763,518.75
Liabilities		
	2000 Accounts Payable	$ 16,983.26
	2050 City of Morganton - Payable	$ 60,976.35
	2075 Town of Valdese - Payable	$ 95,040.02
	2100 Payroll Liabilities	$ 3,839.99
	Total Liabilities	$ 176,839.62
Equity		
	3900 Retained Earnings	$ 731,140.98
	Net Income	$ (144,461.85)
	Total Equity	$ 586,679.13
Total Liabilities & Equity		$ 763,518.75

BURKE COUNTY TDA
BUDGET TO ACTUAL JULY 1, 2023-MARCH 31, 2024

Income		Budget	Actual	Available Balance
	4010 · Burke Co. Govt. - Occup. Tax	$ 850,000	531,658.22	$ 318,341.78
	4110 · Interest Income	$ -	4,371.01	$ (4,371.01)
	4120 Miscellaneous	$ 69,500	48,398.04	$ 21,101.96
	4000 · Fund Balance	$ 110,000	-	$ 110,000.00
	5000 · Trolley Revenue	$ 12,500	20,621.71	$ (8,121.71)
Total Income		$ 1,042,000	605,048.98	$ 436,951.02
Expense				
	5010 · Accounting/Audit	$ 8,500	8,250.00	$ 250.00
	5020 · Marketing/Advertising	$ 205,950	119,261.49	$ 86,688.51
	5102 · Membership Dues	$ 2,500	1,788.30	$ 711.70
	5109 · Building Maintenance	$ 2,500	1,735.00	$ 765.00
	5110 · Building Upfit	$ 125,000	120,411.11	$ 4,588.89
	5113 · City of Morganton/Tourism	$ 191,250	119,623.10	$ 71,626.90
	5115 · Town of Valdese/Tourism	$ 106,250	66,457.28	$ 39,792.72
	5117 - Bank Charges	$ 300	132.90	$ 167.10
	5140 · Website Upkeep	$ 4,500	3,985.32	$ 514.68
	5150 · Insurance	$ 28,000	27,415.52	$ 584.48
	5180 · Office Supplies	$ 12,000	7,936.20	$ 4,063.80
	5200 · Payroll Expenses	$ 275,000	212,417.21	$ 62,582.79
	5250 · Postage	$ 750	508.52	$ 241.48
	5280 · Office Rent	$ 30,000	24,900.00	$ 5,100.00
	5285 · Utilities	$ 2,000	1,560.22	$ 439.78
	5290 · Telephone	$ 6,000	5,635.80	$ 364.20
	5300 · Travel/Training	$ 20,500	12,096.22	$ 8,403.78
	5301 · Trolley Expenses	$ 10,500	6,372.37	$ 4,127.63
	5302 · Trolly Tour Meals	$ 5,000	3,964.31	$ 1,035.69
	5400 · Misc. Expense	$ 5,500	5,059.96	$ 440.04
Total Expense		$ 1,042,000	749,510.83	$ 292,489.17
Net Income		$ -	-144,461.85	144,461.85

Chairman Brittain opened the floor for questions or comments. Commissioner Burnes encourages citizens to visit TDA building. There being nothing further, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 21, 2024, AT 6:00 P.M.**

SCHEDULED PUBLIC HEARINGS – NONE

CONSENT AGENDA

TAX DEPT. - TAX COLLECTION REPORT FOR APRIL 2024
Note: This item was moved to Consent No. 1 during the approval of the agenda to allow tax personnel time to reach an event in Buncombe County.

John Bridgers, Tax Administrator, presented the Tax Collection Report for April 30, 2024, as follows:

Category	Annual Budget	Amount Collected YTD	% Collected	Balance to Collect
Property Tax	$52,699,577.00	$52,851,327.69	100.29%	($151,750.69)
Motor Vehicle Tax	$6,200,000.00	$4,566,640.84	73.66%	$1,633,359.16
Current Year Taxes	$58,899,577.00	$57,417,968.53	97.48%	$1,481,608.47
Delinquent Taxes	$700,000.00	$602,723.47	86.10%	$97,276.53
Penalty & Interest	$329,000.00	$390,479.53	118.69%	($61,479.63)

Category	Tax Levy	Amount Collected YTD	% Collected	Balance to Collect
Property Tax	$52,828,183.32	$52,851,327.69	98.19%	$976,855.63

Chairman Brittain opened the floor for questions or comments. Vice Chairman Mulwee inquired about the property tax annual budget versus the property tax levy. Mr. Bridgers noted the tax levy changes every month based on discoveries and releases. Vice Chairman Mulwee inquired about the 118.69% collected in penalties and interest. Mr. Bridgers stated that staff have been working diligently to collect the penalties and interest which can be hard to collect.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 21, 2024, AT 6:00 P.M.**

TAX DEPT. - RELEASE REFUND REPORT FOR APRIL 2024
John Bridgers, Tax Administrator, presented the Tax Release Refund Report for April 30, 2024, as follows:

Tax System Refunds and Releases			
Report Amount	Rebilled Amount	Net Release	Refund Amount
$37,036.97	$15,253.21	$21,783.760	$0.00

VTS Refunds Over $100	
	Refund Amount

VTS Adjustments	$1,563.80

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount	Release Amount	Rebilled Amount
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Adjustment							
0000084197-2013-2013-0000-01-REG	CLARKS NURSERY OF JONAS RIDGE	7/1/2013	LINDA WILBUR	4/11/2024	879.77	879.77	0.00
0024009511-2017-2017-0000-02-REG	RIVERBEND MHP LLC	7/1/2017	LINDA WILBUR	4/23/2024	2,637.78	2,637.78	0.00
0024009511-2018-2018-0000-02-REG	RIVERBEND MHP LLC	7/1/2018	LINDA WILBUR	4/23/2024	3,006.24	1,728.00	1,278.24
0024009511-2019-2019-0000-01-REG	RIVERBEND MHP LLC	7/1/2019	LINDA WILBUR	4/23/2024	3,027.21	1,728.00	1,299.21
0024009511-2020-2020-0000-00-REG	RIVERBEND MHP LLC	7/1/2020	LINDA WILBUR	4/23/2024	2,516.60	1,728.00	788.60
0024009511-2021-2021-0000-00-REG	RIVERBEND MHP LLC	7/1/2021	LINDA WILBUR	4/23/2024	2,628.60	1,824.00	804.60
0024009511-2022-2022-0000-00-REG	RIVERBEND MHP LLC	7/1/2022	LINDA WILBUR	4/23/2024	2,796.60	1,968.00	828.60
0024009511-2023-2023-0000-00-REG	RIVERBEND MHP LLC	7/3/2023	LINDA WILBUR	4/23/2024	2,760.11	2,112.00	648.11
Subtotal					**20,252.91**	**14,605.55**	**5,647.36**
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Billing Correction							
0000038478-2023-2023-0000-00-REG	CROSSLINK CHURCH	7/3/2023	AMANDA	4/23/2024	1,591.95	1,591.95	0.00
0000038482-2023-2023-0000-00-REG	CROSSLINK CHURCH	7/3/2023	AMANDA	4/23/2024	1,829.64	1,829.64	0.00
Subtotal					**3,421.59**	**3,421.59**	**0.00**
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Not in Burke County							
0024034665-2021-2021-0000-00-REG	PERROU JONATHAN D	7/1/2021	KAYLA	4/15/2024	141.44	141.44	0.00
0024034665-2022-2022-0000-00-REG	PERROU JONATHAN D	7/1/2022	KAYLA	4/15/2024	141.44	141.44	0.00
0024034665-2023-2023-0000-00-REG	PERROU JONATHAN D	7/3/2023	KAYLA	4/15/2024	462.00	462.00	0.00
Subtotal					**744.88**	**744.88**	**0.00**
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Process Correction							
0000008666-2024-2023-0000-00-REG	OPEN HEARTS PLACE	4/4/2024	AMANDA	4/4/2024	1,088.31	98.94	989.37
Subtotal					**1,088.31**	**98.94**	**989.37**
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Sold/Traded							
0024010100-2022-2022-0000-00-REG	LARRICK, HELEN	7/1/2022	LINDA WILBUR	4/24/2024	76.76	76.76	0.00
0024010100-2023-2023-0000-00-REG	LARRICK, GARY	7/3/2023	LINDA WILBUR	4/24/2024	55.68	55.68	0.00
Subtotal					**132.44**	**132.44**	**0.00**
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Value Change							
0000007991-2023-2023-0000-00-REG	JOURDAN, ROBERT BRYAN	7/3/2023	AMANDA	4/22/2024	1,612.23	1,612.23	0.00
0000050855-2022-2022-0000-00-REG	WILLIAMS, VANESSA K	7/1/2022	AMANDA	4/18/2024	3,039.70	157.49	2,882.21
0000050855-2023-2023-0000-00-REG	WILLIAMS, VANESSA K	7/3/2023	AMANDA	4/18/2024	3,851.59	321.77	3,529.82
0000054899-2023-2023-0000-00-REG	PRITCHARD, JOHN D	7/3/2023	AMANDA	4/3/2024	2,893.32	688.87	2,204.45
Subtotal					**11,396.84**	**2,780.36**	**8,616.48**
Total					**37,036.97**	**21,783.76**	**15,253.21**

Payee Name	Refund Type	Bill #	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisd.	Levy Type	Change	Interest Change	Total Change
ALDERSON, RAYMOND DAVID	Proration	0073617442-2023-2023-0000-00	307079652	Refund Generated due to proration on Bill #0073617442-2023-2023-0000-00	Vehicle Sold	4/18/2024	01	TAX	($69.48)	$0.00	($69.48)
							57	TAX	($62.04)	$0.00	($62.04)
							57	VEHICLE FEE	$0.00	$0.00	$0.00
										Refund	**$131.52**
FARRIS, JAMES GARMON	Proration	0077385667-2023-2023-0000-00	307079781	Refund Generated due to proration on Bill #0077385667-2023-2023-0000-00	Tag Surrender	4/18/2024	01	TAX	($67.09)	$0.00	($67.09)
							57	TAX	($59.90)	$0.00	($59.90)
							57	VEHICLE FEE	($20.00)	$0.00	($20.00)
										Refund	**$146.99**
HUNSUCKER, PATSY OVERCASH	Proration	0061127576-2022-2022-0000-00	204294942	Refund Generated due to proration on Bill #0061127576-2022-2022-0000-00	Vehicle Sold	4/10/2024	01	TAX	($109.60)	$0.00	($109.60)
							21	TAX	($17.34)	$0.00	($17.34)
										Refund	**$126.94**
LINDSAY, THEDA BOLICK	Proration	0063501184-2023-2023-0000-00	205342346	Refund Generated due to proration on Bill #0063501184-2023-2023-0000-00	Vehicle Totalled	4/29/2024	01	TAX	($100.62)	$0.00	($100.62)
							24	TAX	($19.77)	$0.00	($19.77)
										Refund	**$120.39**
NICKOLS, MICHAEL JAMES	Proration	0069324127-2023-2023-0000-00	204782558	Refund Generated due to proration on Bill #0069324127-2023-2023-0000-00	Vehicle Sold	4/19/2024	01	TAX	($83.53)	$0.00	($83.53)
							55	TAX	($52.21)	$0.00	($52.21)
										Refund	**$135.74**
POTEAT, CODY LANE	Proration	0069927509-2022-2022-0000-00	203885708	Refund Generated due to proration on Bill #0069927509-2022-2022-0000-00	Vehicle Totalled	4/3/2024	01	TAX	($94.29)	$0.00	($94.29)
							26	TAX	($16.28)	$0.00	($16.28)
										Refund	**$110.57**
STORY, STONEY DALE	Proration	0069821011-2023-2023-0000-00	410179620	Refund Generated due to proration on Bill #0069821011-2023-2023-0000-00	Vehicle Totalled	4/25/2024	01	TAX	($81.99)	$0.00	($81.99)
							57	TAX	($73.20)	$0.00	($73.20)
							57	VEHICLE FEE	$0.00	$0.00	$0.00
							40	TAX	($17.57)	$0.00	($17.57)
										Refund	**$172.76**

Payee Name	Refund Type	Bill #	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
TALLENT, KAYLA LEIGH ANNE	Proration	0074809151-2023-2023-0000-00	204227352	Refund Generated due to proration on Bill #0074809151-2023-2023-0000-00	Vehicle Sold	4/9/2024	01	TAX	($166.81)	$0.00	($166.81)
							25	TAX	($21.33)	$0.00	($21.33)
										Refund	$188.14
VUE, TOU	Proration	0068566307-2023-2023-0000-00	307634556	Refund Generated due to proration on Bill #0068566307-2023-2023-0000-00	Vehicle Totalled	4/25/2024	01	TAX	($110.96)	$0.00	($110.96)
							54	TAX	($23.77)	$0.00	($23.77)
							28	TAX	($20.80)	$0.00	($20.80)
										Refund	$155.53
WALKER, DAVID MICHAEL	Proration	0075408115-2023-2023-0000-00	203886110	Refund Generated due to proration on Bill #0075408115-2023-2023-0000-00	Vehicle Totalled	4/4/2024	01	TAX	($231.76)	$0.00	($231.76)
							28	TAX	($43.46)	$0.00	($43.46)
										Refund	$275.22
										Refund Total	$1563.80

*Note: The net release amount is a result of the reported amount minus the rebilled amount.

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 MAY 21, 2024, AT 6:00 P.M.

BCPS - PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING MARCH 31, 2024

Chairman Brittain reported that Keith Lawson was unable to make it due to illness. He 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 the Memorandum of Agreement approved by the County and the Board of Education, the Board of Education will provide to 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		March YTD			% of Budget
	Previous	Current Fcst	Previous	Current	% Change	Received
State	92,233,989	93,617,499	67,976,386	72,034,704	6.0%	76.9%
Federal	**23,584,588**	**22,641,204**	**16,762,870**	**13,013,450**	**-22.4%**	57.5%
Local	15,593,566	17,695,796	12,053,573	14,714,222	22.1%	83.2%
Charter Schools	709,442	804,204	413,695	567,047	37.1%	70.5%
Fines & Forfeitures	241,513	250,000	314,811	200,662	-36.3%	80.3%
Receivables	53,852	12,500	12,424	36,994	197.8%	296.0%
Special Revenues	**6,513,465**	**6,578,600**	**3,775,024**	**5,603,618**	**48.4%**	85.2%
Total	$ 138,930,415	$ 141,599,803	$ 101,308,783	$ 106,170,697	**4.8%**	**75.0%**

Although Federal spending is down, still higher than historical numbers due to ESSER spending
We rank 3rd 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

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	1,447,336		4,564,215
Instructional Support	10,358,944	10,197,710	10,283,484	10,881,123	3,310,775	2,813,968	3,046,494		9,171,237
Other Governmental Units	635,937	759,694	692,840	987,234	49,613	383,434	252,286		685,333
Revenues Over/(Under)	509,982	(170,801)	100,077	53,429	831,217	(330,118)	597,041		1,098,140
Grand Total	$ 16,292,550	$ 16,433,615	$ 16,598,373	$ 18,762,500	$ 4,701,236	$ 5,474,532	$ 5,343,157	$ -	$ 15,518,925
% of Annual Budget									82.7%
Revenue									
Burke County	15,495,366	15,435,254	15,593,566	17,695,796	4,529,972	5,184,250	5,000,000		14,714,222
Timber Receipts	58,552	-	-	-	-	-	-		-
Charter Schools	495,287	613,951	709,442	804,204	95,028	190,750	281,269		567,047
Fines & Forfeitures	230,225	371,986	241,513	250,000	46,563	98,272	55,827		200,662
Schools' Receivables	13,120	12,424	53,852	12,500	29,673	1,260	6,061		36,994
Grand Total	$ 16,292,550	$ 16,433,615	$ 16,598,373	18,762,500	4,701,236	5,474,532	5,343,157	-	15,518,925

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 21, 2024, AT 6:00 P.M.

WPCC – PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING MARCH 31, 2024

Sandy Hoilman, Chief Financial Officer, WPCC, provided an overview of the College's financial data for the period ending March 31, 2024.

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

	STATE			COUNTY			INSTITUTIONAL		
Summary of Revenues	BUDGET	ACTUAL	REMAINING	PGLT	ACTUAL	REMAINING	BUDGET	ACTUAL	REMAINING
State Appropriations	14,577,231	12,073,823							
Add. Allocations (detail below)	2,090,940								
County Appropriations				2,898,204	2,173,653				
Rent & Interest Income				7,500	20,596				
Institutional Funds							6,145,228	6,067,277	
Total Budgeted Revenues	16,668,171	12,073,823	4,594,348	2,905,704	2,194,249	711,455	6,145,228	6,067,277	77,951
Summary of Expenditures									
Institutional Support	3,459,525	2,873,302	83%	266,218	248,785	93%	170,679	46,902	27%
Curriculum Instruction	7,505,241	5,431,880	72%				433,450	554,820	128%
Non Curriculum Instruction	2,188,273	1,308,133	60%				63,000	189,684	301%
Academic Support	1,406,300	1,014,617	72%				500	27	5%
Student Support	1,656,833	1,164,236	70%				1,204,155	466,043	39%
Plant Operations & Maint.				2,639,486	1,846,125	70%			
Proprietary / Other							1,001,820	1,097,150	110%
Student Aid							3,271,624	3,562,728	109%
Capital Outlay (excluding Capital Improvements)	451,999	224,043	50%						
Total Budgeted Expenditures	16,668,171	12,016,211	4,651,960	2,905,704	2,094,910	810,794	6,145,228	5,917,354	227,874
		72.1%	27.9%		72.1%	27.9%		96.3%	3.7%

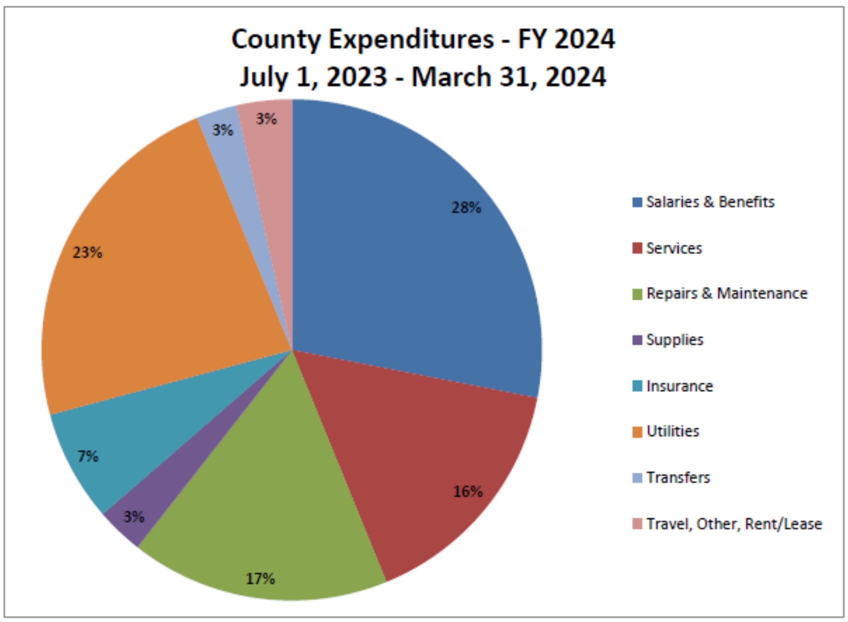
ADDITIONAL FUNDING DESIGNATED FOR APPROVED PROJECTS			
Customized Training Projects	98,111	Perkins Carryforward	22,032
Underserved Outreach/Advising	48,243	Fac Recruit/Retent	221,675
GEER Scholarships	2,615	Longevity	178,253
Finish Line Grant (Wrap Around)	53,366	ST Workforce Dev	4,412
Apprenticeship Expansion	138,905	Nursig Salaries	38,703
Apprenticeship Building	28,500	SBC reversion	(8,000)
Budget Stablization funds	91,862	Enrollment Growth	22,786
Basic Skills Carryforward	74,841	LPN Program	497,318
Male Minority Grant - Aviso	38,069		
NCWorks Career Coach	149,058		
Federal Portion - Basic Skills	242,458		
CTP Regional Trainer	147,733		
Total Other	2,090,940		

For Year Ending June 30, 2024		
Total College Budget	$ 25,719,103	
Total Expenditures	$ 20,028,475	77.9%

Fund Balance: County Funds	
Fund Balance, Beginning July 1, 2023	638,482
Current Operating Cash	99,339
Current Fund Balance	737,821
	25%

Western Piedmont Community College
County Expenditures by Category
FY 2024 - Actual Expenditures - July 1, 2023 thru March 31, 2024

Salaries & Benefits	588,134	28.1%
Services	330,049	15.8%
Repairs & Maintenance	351,290	16.8%
Supplies	63,601	3.0%
Insurance	150,924	7.2%
Utilities	481,402	23.0%
Transfers	54,844	2.6%
Travel, Other, Rent/Lease	74,666	3.6%
	2,094,910	100%



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 MAY 21, 2024, AT 6:00 P.M.**

CLERK - APPOINTMENTS TO THE ADULT CARE & NURSING HOME COMMUNITY ADVISORY COMMITTEE

Kay Draughn, Clerk to the Board, relayed that per the Regional Ombudsman, Karen Robinson and Diane Patterson have completed their extensive Community Advisory Committee training required by the State of NC and can be appointed to the Adult Care & Nursing Home Community Advisory Committee for their initial 1-year terms ending May 31, 2025, to Seats No. 1 and No. 3 respectively. Further, the reappointment of Ann Holland is requested for another 3-year term.

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 MAY 21, 2024, AT 6:00 P.M.**

CLERK - APPOINTMENT TO LEPC - SEAT NO. 16

Kay Draughn, Clerk to the Board, reported that Seat No. 16 on the LEPC (Local Emergency Planning Committee) represents SAFT America and is occupied by Steve Jenkins. He has served on this committee since 2020. Beth Anderson is the Industrial Risk Manager now at SAFT. Her appointment to complete the remainder of Mr. Jenkins' term ending January 31, 2026, was requested.

16	SAFT America	Steve Jenkins	A	1/21/2020
	Seat Added 01/2020		R	1/17/2023
			TE	1/31/2026

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 MAY 21, 2024, AT 6:00 P.M.**

CLERK - BOARD OF ADJUSTMENT REMOVAL

Kay Draughn, Clerk to the Board, stated that Mr. Charles ("Tony") Yount, occupied Seat No. 4, West, on the Board of Adjustment, until his recent resignation. This seat has an unexpired term ending September 30, 2025. Applications are being solicited to fill the vacancy.

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 MAY 21, 2024, AT 6:00 P.M.**

CLERK - REMOVAL FROM THE PLANNING BOARD

Kay Draughn, Clerk to the Board, noted that Dorian Palmer occupied Seat No. 5 (at-large) on the Planning Board until his recent resignation. His removal was requested. Applications are being accepted for this position.

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 MAY 21, 2024, AT 6:00 P.M.**

CLERK - RESIDENCY WAIVER AMERICA 250 NC COMMITTEE

Kay Draughn, Clerk to the Board, reported that at the April 16, 2024, meeting, the Board passed a resolution to form the America 250 NC Committee in addition to appointing the inaugural committee members. Kevin Hancock is one of the appointees, but he currently lives in Caldwell County, so a waiver of the residency requirement was requested.

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 MAY 21, 2024, AT 6:00 P.M.**

COMM. DEV. - LOCALLY ADMINISTERED PROJECT PROGRAM CANAL BRIDGE SIDEWALK

Sarah Chabaane, Trails Specialist, conveyed that the Greater Hickory Metropolitan Planning Organization on behalf of the NC Department of Transportation (NCDOT) has issued a call for projects to agencies in its jurisdiction for Locally Administered Project Program (LAPP) funding. Burke County proposes to submit an application for the cost of construction for the Canal Bridge Sidewalk project. Beginning in March 2021, the County began working with Mattern & Craig Engineering to provide options for a safe pedestrian crossing of Canal Bridge. The 480 linear foot sidewalk is planned on the existing deck of the bridge at five (5) feet in width, which is a crucial link of connectivity between Lake James State Park parcels and the Fonta Flora and Overmountain Victory State Trails. This will also include a crosswalk across 126 connecting to a future trailhead.

In November 2023, NCDOT approved the proposed plan and issued revised feedback to the engineering firm. The total project cost amounts to $887,500, which encompasses an administrative component designated for NCDOT to oversee project management. A 20% local cash match is mandatory as per the grant conditions. Both the Friends of Fonta Flora State Trail (F3ST) and the Overmountain Victory North Carolina State Trail Friends Group (OVNCST) have pledged to cover the $177,500 required for the local cash match. Additionally, the County has already covered the expenses associated with the engineering study and construction documents.

The grant application closed on April 30, 2024, and staff submitted an initial application as a placeholder that will be followed up with a formal Board of Commission resolution of support should this agenda request be approved. Selected shortlisted projects that score well for the grant will be notified in July followed by a public comment period. We remain on track to have this construction project initiated in Fall 2024.

This LAPP related call for proposals is the first one since the Pandemic due to a prior NCDOT funding crisis. The funding is getting back on track now but the program rollout by the state has been a little challenging to keep in front of, but staff believes they now have the required dates and information.

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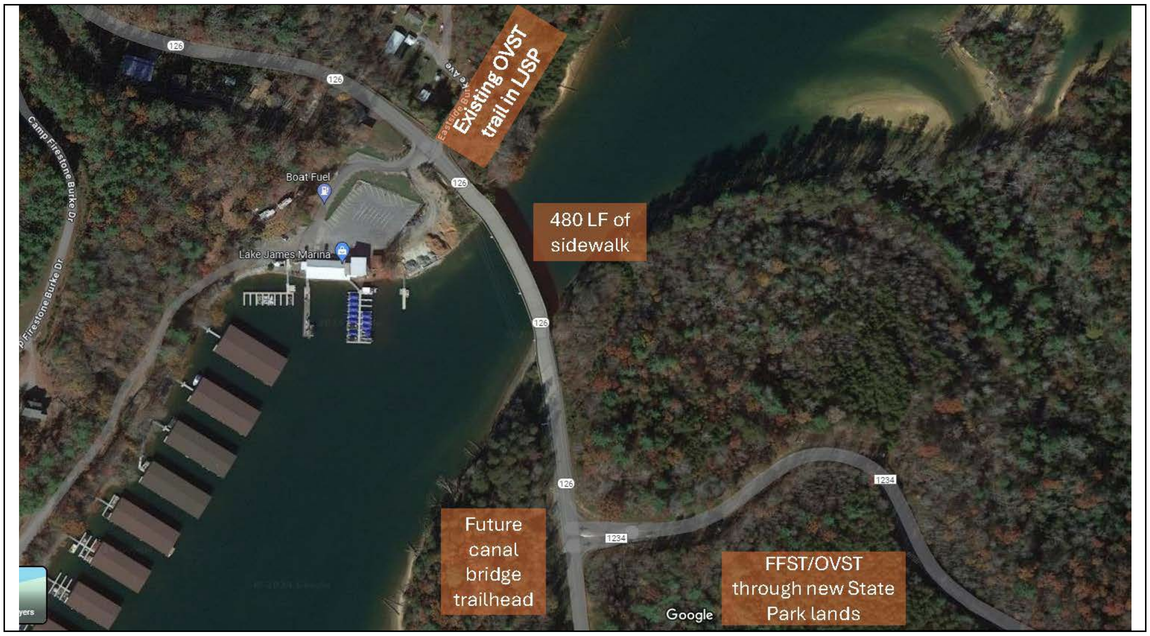

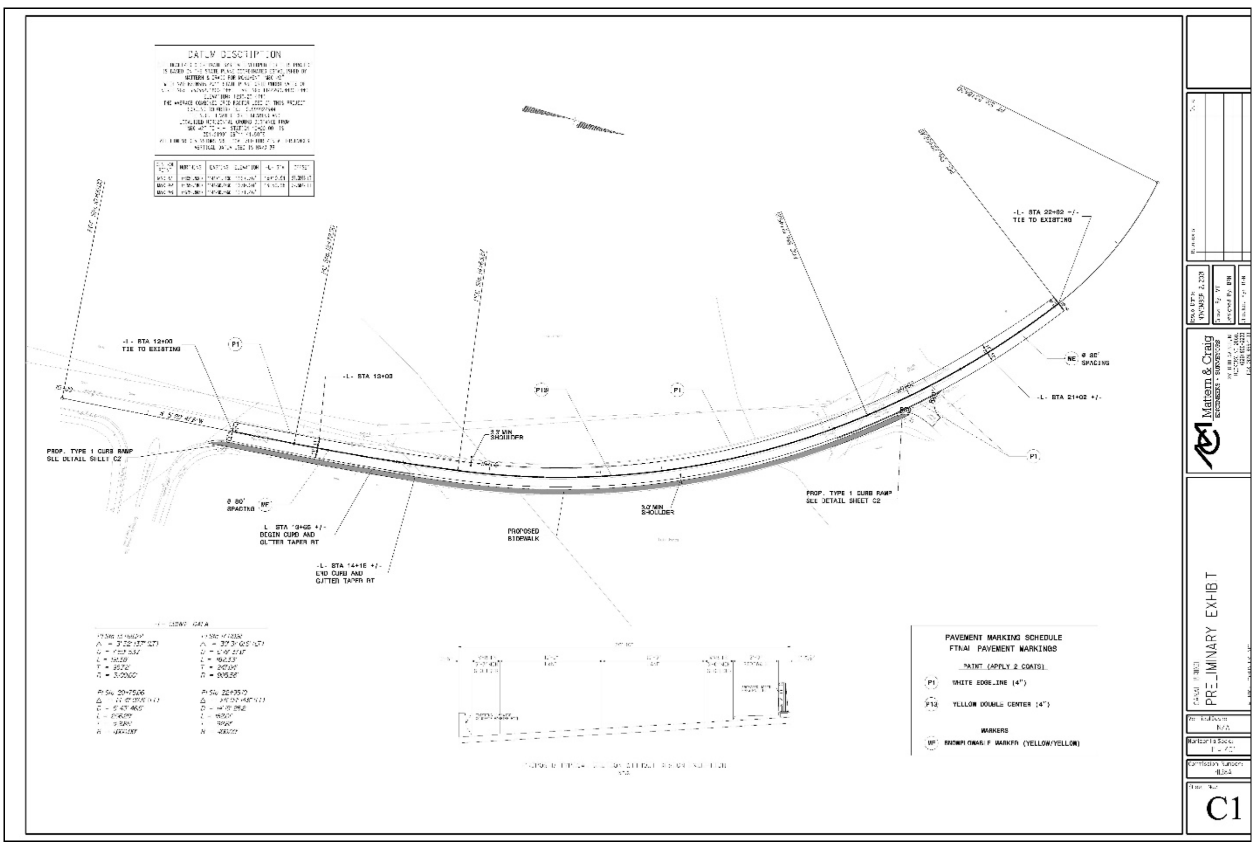

Budgetary Effect: There is no effect on the County budget. The grant match will come from F3ST and OVNCST.

Chairman Brittain opened the floor for questions or comments. Ms. Chabaane responded to a clarifying structural question from Commissioner Carswell. Vice Chairman Mulwee thanked Ms.

Chabaane for executing the project, noting that the Board had long wanted to see it come to fruition. Ms. Chabaane also addressed several clarifying structural questions from Chairman Brittain and Commissioner Carswell. There being nothing further, this item was moved without objection to the following meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 21, 2024, AT 6:00 P.M.**

CM - APPROVAL OF BUDGET AMENDMENT NO. 12 FOR SCALE SERVER UPGRADES - $360,000

Brian Epley, County Manager, requested approval of Budget Amendment No. 12, which recognizes additional revenue from interest earnings to be used for the purpose of purchasing two (2) scale server upgrades.

BUDGET AMENDMENT NO. 12			
REVENUES			
ACCOUNT NUMBER	DESCRIPTION	INCREASE	DECREASE
100-00000-00-436100	Interest Earnings	$241,000	
152-15200-00-439903	Fund Balance Appropriated	$119,000	
EXPENSES			
ACCOUNT NUMBER	DESCRIPTION	INCREASE	DECREASE
100-44500-05-575000	Equipment	$241,000	
152-15200-00-551505	911 - Hardware	$119,000	
Purpose: Allocate additional funding for early implementation of scale server migration for general IT and 911.			
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: $360,000 to cover the entire purchase amount. $119,000 of this amount will be utilized by eligible 911 funds. The remaining allocation will be sourced by additional revenue from interest earnings received during the fiscal year. Annual savings from this migration are projected to be approximately $70,000 per year.

Chairman Brittain opened the floor for questions or comments and then inquired about the type of equipment being purchased. There being nothing further, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 21, 2024, AT 6:00 P.M.**

CM - APPROVAL OF BUDGET AMENDMENT NO. 13 - $302,000 FOR SCIF PROJECTS

Brian Epley, County Manager, requested approval of Budget Amendment No. 13, for $302,000. It recognizes state funding received through the State Capital Infrastructure Fund.

BUDGET AMENDMENT NO. 13			
REVENUES			
ACCOUNT NUMBER	DESCRIPTION	INCREASE	DECREASE
215-21514-01-433100	SCIF Funding	$100,000	
210-21004-01-433100	SCIF Funding	$200,000	
100-43000-01-433493	SCIF Funding	$2,000	
EXPENSES			
ACCOUNT NUMBER	DESCRIPTION	INCREASE	DECREASE
215-21514-10-575000	Equipment	$100,000	
210-21004-60-575000	Equipment	$200,000	
100-43000-05-534010	Technology Services	$2,000	
Purpose: Burke County is set to receive three (3) SCIF allotments from the state, allocated as follows: $100,000 earmarked for the Sheriff's Office to acquire a body scanner, $200,000 designated for the Water Sewer department for the procurement and installation of water meters, and $2,000 designated for record preservation in the Register of Deeds Office.			
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: $302,000 of additional unbudgeted revenue will be allocated to the above projects.

Chairman Brittain opened the floor for questions or comments. Mr. Epley responded to a clarifying question from Commissioner Carswell. There being nothing further, this item was moved without objection to the next meeting.

RESULT:	MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 21, 2024, AT 6:00 P.M.

DSS - APPROVAL OF NORTHWOODS CONSULTING PARTNERS, INC. CONTRACT

Hugh Sandoe, Budget Strategy and Performance Analyst, relayed that Northwoods has announced the forthcoming end-of-life for their Compass Software. In its place, they are introducing Traverse, a new and improved product. Traverse is a cloud-based, commercial off-the-shelf (COTS) document management, forms management, and mobility software purpose-built for human services agencies. Given this announcement, the Department of Social Services, which currently utilizes Compass, is now looking to transition to Traverse. The implementation incurs a one-time transitional cost of $153,125, which has already been allocated in the FY 23 - 24 budget.

Budgetary Effect: None.

Chairman Brittain opened the floor for questions or comments. Commissioner Carswell had several questions: how the vendor Northwoods was selected, if there were any annual fees for the use of the product, and if so, where was the funding coming from to cover the subscription.

Mr. Sandoe stated that this is a three (3) year contract, and the annual cost is $174,000. Many counties in the state use this software and Northwoods is also authorized and approved by the State, which allows for automation in workflow when the state releases new forms. This vendor is the same vendor currently used and is the best for the staff. Brian Epley, County Manager, noted that the annual subscription is already budgeted in the FY 23 – 24 budget, and since this is the same vendor with the same annual fee, switching products has no budgetary impact. He noted that there are not many market options that comply with the State's NC FAST (North Carolina Families Accessing Services through Technology). There being nothing further, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 21, 2024, AT 6:00 P.M.**

FINANCE - USDA LEASE RENEWAL

Margaret Pierce, Finance Director / Deputy County Manager, reported that the United States Department of Agriculture's lease has expired for office space at the Extension Office. She requested authority to renew the lease as permitted under NC § 160A-274, at a rate of $14.30 per square foot, for a total annual rent in the amount of $38,778.10.

Budgetary Effect: Negligible.

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 MAY 21, 2024, AT 6:00 P.M.**

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

AJ Coutu, JCPC Administrator, reported that the Juvenile Crime Prevention Council (JCPC) plans for the needs of adjudicated and at-risk youth and assesses the need for delinquency treatment and prevention services in Burke County. The funding from the state Department of Public Safety Division of Juvenile Justice (DJJ) for the programs, $287,074, requires a 30% match which is provided by the programs themselves either by cash or in-kind donations.

The Annual Plan, which is hereby incorporated into the meeting minutes by reference, describes and documents each step of the state-mandated process required to make decisions on the allocation of funds provided to Burke County by the Division of Juvenile Justice. The plan also documents the required meetings and attendance as well as adherence to open meeting laws and other state-required processes. Most importantly, it lists the programs chosen for funding and the amounts allocated. This plan must be approved by the Burke County Board of Commissioners prior to acceptance and funding by DJJ.

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Burke County

NC DPS - Community Programs - County Funding Plan

Available Funds: $ $287,074 Local Match: $ $85,953 Rate: 30%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS-JCPC Funding	LOCAL FUNDING County Cash Match	Local Cash Match	Local In-Kind	OTHER State/ Federal	OTHER Funds	Total	% Non DPS-JCPC Program Revenue
1	JCPC Admin	$13,911						$13,911	
2	Adolescent Substance Abuse Assessment & Treatment - Burke Council on Alcoholism	$19,191	$2,000		$6,396	$6,393		$33,980	44%
3	Burke Restorative Services - Repay	$66,347			$19,904			$86,251	23%
4	Just Girls - Burke - Repay	$26,798			$8,093	$11,816		$46,707	43%
5	Juvenile Mediation/Conflict Resolution Education Conflict Resolution Center	$44,934			$13,791			$58,725	23%
6	Kids at Work! Burke - Aspire Youth & Family	$43,632			$13,986			$57,618	24%
7	Psychological Services - Burke - Repay	$21,078			$6,428	$2,145		$29,651	29%
8	SAIS - Burke - Repay	$51,183			$15,355	$12,306		$78,844	35%
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
	TOTALS:	$287,074	$2,000		$83,953	$32,660		$405,687	29%

The above plan was derived through a planning process by the Burke County Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2024-2025.

Amount of Unallocated Funds ____________

Amount of funds reverted back to DPS ____________

Chairperson, Juvenile Crime Prevention Council 4/1/24 (Date)

Budgetary Effect: None.

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 MAY 21, 2024, AT 6:00 P.M.**

* * * * *

At this point in the meeting, Chairman Brittain excused Commissioner Burns who left for Raliegh, NC at 4:03 p.m.

* * * * *

JCPC - REMOVAL OF MEMBER FOR SEAT NO. 15

AJ Coutu, JCPC Administrator, requested the removal of Brandi Tolbert, representing the Chief District Court Judge, from Seat No. 15 on the Juvenile Crime Prevention Council due to her retirement.

15		Chief Dist. Court Judge		Brandi Tolbert		A	6/21/2022
		or Designee				R	
						TE	6/30/2024

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 MAY 21, 2024, AT 6:00 P.M.**

ITEMS FOR DECISION

CO. MGR. - PRESENTATION OF RECOMMENDED BUDGET FOR FY 24 - 25 AND SCHEDULING OF PUBLIC HEARING (PLACE HOLDER)

Brian Epley, County Manager, reported that he will present a thorough overview of the FY 2024 - 2025 recommended budget to the Board of Commissioners on Tuesday, May 21, 2024. A copy of the recommended budget will be filed in the office of the Clerk to the Board that day and be available for public inspection at the Burke County Governmental Offices during regular business hours. The recommended budget will also be posted on the County's website at: http://www.burkenc.org/2265/Budget-Documents.

> G.S. § 159-11 (b) - The budget, together with a budget message, shall be submitted to the governing board not later than June 1. The budget and budget message should, but need not, be submitted at a formal meeting of the board. The budget message should contain a concise explanation of the governmental goals fixed by the budget for the budget year, should explain important features of the activities anticipated in the budget, should set forth the reasons for stated changes from the previous year in program goals, programs, and appropriation levels, and should explain any major changes in fiscal policy.
>
> A public hearing on the recommended budget is required and citizens are encouraged to present written or oral comments. Adoption of the recommended budget is anticipated to occur on June 18, 2024.

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 MAY 21, 2024, AT 6:00 P.M.**

GS - APPROVAL OF LEASE FOR SEMI-TRUCKS, CONTRACT FOR REFUSE TRAILERS & RELATED BUDGET AMENDMENT NO. 14 (PLACE HOLDER)

Mark Delehant, General Services Director, reported that in recent years two (2) of the County's enterprise funds, water / sewer and solid waste, have had to be supported with funds from the general fund. The water / sewer fund is now solvent, and staff are implementing plans to do the same for the solid waste fund. This item is a huge step in that direction. This investment will allow Burke County to bring in-house a service that a for-profit company is currently providing. Based on the proposed contract between Burke County and Republic Services, the difference between the County hauling its own waste versus paying Republic Services to haul it is $20 dollars per ton. Last year the County paid Republic Services to haul about 65,000 tons. This initiative is expected to save Burke County taxpayers $1.2 million annually. He then thanked the County Manager and the budget team for their support.

Information from the pre-agenda packet:

> In July, the County proposes to begin hauling its own MSW (Municipal Solid Waste) to Foothills Environmental Facility, Inc. in Lenoir. This new initiative is expected to save taxpayers $1.2 million but will require the lease of three (3) trucks and four (4) refuse trailers. RFPs (Request for Proposals) were issued on May 3, 2024, to lease three (3) semi-trucks via a standard operating lease and to purchase four (4) refuse trailers for this initiative. The responses are due back on May 13th. The results will be announced at the regular meeting. Approval of the following related budget amendment is required to implement this new cost-saving initiative.

BUDGET AMENDMENT NO. 14			
EXPENSES			
ACCOUNT NUMBER	DESCRIPTION	INCREASE	DECREASE
600-35200-60-544200	Equipment Lease	$110,000	
600-35200-60-575000	Equipment	$280,000	
600-35100-60-551505	Transportation Waste		$241,000
600-35200-60-542102	Waste Disposal		$34,000
600-35200-60-573000	Other Improvements		$97,000
600-35200-55-595410	Transfer To Capital Reserve		$18,000
Purpose: Move funds to cover the purchase and lease of equipment including (3) trucks and (4) trailers for solid waste hauling.			
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: $390,000 reallocation of existing funds to purchase and lease equipment for solid waste hauling. Annual net savings are anticipated to be approximately $800,000.

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 MAY 21, 2024, AT 6:00 P.M.

COMM. DEV. - AWARD CONTRACT FOR TRAIL DESIGN AND ENGINEERING

Sarah Chabaane, Trails Specialist, relayed that the Community Development Department in partnership with Friends of Fonta Flora State Trail (F3ST) and Overmountain Victory North Carolina State Trail (OVNCST) issued a request for qualifications (RFQ) for Trail Design and Engineering services on January 19, 2024, and extended the bid period to March 29, 2024. A required site visit was hosted on February 6, 2024, where 10 individuals representing eight (8) firms attended. The review committee was comprised of representatives from F3ST and OVNCST along with five (5) county employees. The committee reviewed the two (2) submissions received from Destination by Design and Alta. Both firms were interviewed on April 11, 2024, and were highly qualified. The committee has recommended Destination by Design for the project based on their vast experience with trail design, regional knowledge, and affiliated engineering firm's success in submitting plans to NCDOT.

The request for qualifications was to select a qualified professional firm to provide design services and construction documents for three (3) sections of the co-located Fonta Flora and Overmountain Victory State Trails. The sections plan for the repair of 1.75 miles of trail in the 1780 neighborhood, new construction of 2.2 miles through the Enclave neighborhood, and new construction of 0.8 miles through Lake James Family Camping Resort and Marina. Each of these sections has unique challenges that require creative solutions. Benefits from this RFQ include sets of construction documents that can be utilized to bid out the projects, which will continue the growth of trail systems in Burke County and multiple designated road crossings.

BID #:
2024-0306-REBID

PROJECT:
Burke County Trail Design & Engineering RFQ

Vendor:	Contact:	Phone:	Email:
Alta Planning + Design, Inc	Brittain Storck	470-290-1202	brittstorck@altago.com
Destination by Design	Eric Woolridge	828-386-1866	eric@dbdplanning.com

INTERVIEW/EVALUATION SCORES:
After reviewing the proposal and speaking with the firms, the Selection Committee recommends the project be awarded to Destination By Design.

	DbD	Alta
Design development and experience with similar projects, generate construction docs.	213.0	229.0
On time and on budget. Firm's reputation. Geographic familiarty.	151.0	148.0
Team members qualities- displines, experience, certification, demonstrated abilities.	123.0	124.0
Proven experience permitting including NCDOT and regulatory constraints.	99.0	79.0
Experience with providing services to government entities.	34.0	32.0
TOTAL	620.0	612.0
Average Score	88.6	87.4

Burke County will be the primary point of contact with Destination by Design through managing the development of construction documents and processing requests for reimbursement from partners.

F3ST and OVNCST will provide feedback and relevant documents to the firm, support the County's efforts in local stakeholder engagement through their existing relationships or developments of new connections, and contribute to the overall contract cost.

Budgetary Effect: The Destination by Design contract is still being finalized; however, the estimated cost for the Scope of Services is $200,000 with an allowances budget of $80,000. Program partners will contribute a portion of the expenses through an executed MOU.

Chairman Brittain opened the floor for questions or comments. Commissioner Carswell inquired what the maximum amount of the contract would be, to which Ms. Chabaane responded it would not exceed $280,000. She then responded to a question about the trail's status from Chairman Brittain. There being nothing further, this item was moved without objection to the next meeting.

RESULT:	MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 21, 2024, AT 6:00 P.M.

HEALTH / OPIOID - RFQ / VENDOR SELECTION FOR STRATEGIC PLAN

Katie Varnadoe, Human Services Planner, reported that on February 29, 2024, Burke County Public Health initiated a search for qualified consulting firms to provide facilitation and consulting services for the development of Burke County's Strategic Plan for the expenditure of Opioid Settlement funding. This project will involve facilitating the strategic planning working group with the goal of (1) selecting priorities and key indicators, (2) collecting and presenting health data and other indicators to aid in the selection of priorities, (3) developing documents to support the requirements in North Carolina's collaborative strategic planning process as outlined in the NC Memorandum of Agreement between the State and Local Governments, (4) implementation planning for selected interventions, and (5) feasibility studies for selected interventions. The request for qualifications (RFQ) concluded on March 20, 2024, with six (6) submissions received. Following a thorough review and scoring process, in accordance with Burke County Finance's requirements, Community Education Group is the recommended vendor for this service.

BID #:
2024-0320

PROJECT:
Consulting Services for the Development of Burke County's Strategic Plan for the Expenditure of Opioid Settlement Funding

Vendor:	Contact:	Phone:	Email:
OMNI Institute	Katie Gelman	303-839-9422, ext 143	kgelman@omni.org
Community Education Group	Lee Storrow	828-337-6573	lstorrow@communityeducationgroup.org
Initium Health	James Corbett	303-928-8511, ext 702	james@initiumhealth.org
Facente Consulting	Shelley Facente	415-999-1310	shelly@facenteconsulting.com
Evident Analytics	Wesley Rich	910-890-3257	wes@evidentanalytics.com
WestEd	Rajwant Virk	415-615-3136	contracts@wested.org

Scoring & Recommendation:

Proposals were reviewed by a Jessi Stout, Dr. Katie Varnadoe, Dr. Sam Cykert, Payton Williams. After reviewing and scoring the proposals, the recommendation is to award the project to Community Education Group.

	Experience	Expertise	Team Qualifications	References	
Applicant	Demonstrated experience in designing and consulting on substance use disorder treatment or similar healthcare projects.	Knowledge of relevant regulations, best practices, and emerging trends in addiction treatment.	Qualifications and experience of key team members who will be involved in the project.	Past client references and project examples that highlight successful completion of similar projects.	Total
Community Education Group	11	12	12	9	44
Evident Analytics	8	9	7	7	31
Facente Consulting	10	9	10	7	36
Initium Health	8	8	11	7	34
OMNI Institute	11	9	9	10	39
WestEd	12	10	10	11	43

Budgetary Effect: None. The funds will be allocated from Opioid Settlement funds that were designated for this project under Option A: Collaborative Strategic Planning, not to exceed the approved amount of $65,000.

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 MAY 21, 2024, AT 6:00 P.M.

HEALTH - REVISED RESOLUTION DIRECTING EXPENDITURE OF OPIOID SETTLEMENT FUNDS FOR MULTIPLE USES
Katie Varnadoe, Human Services Planner, relayed 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. This resolution is an update to the previously approved Resolution No. 2024-02 shown below, which 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.

The update is to extend the timeline for Strategies No. 2 and 3 (Collaborative Strategic Planning: Qualitative Data Collection to Include Voices of Individuals with Lived Experience and Collaborative Strategic Planning: Consulting Services) from June 30, 2024, to June 30, 2025, to allow adequate time for project completion.

Budgetary Effect: None. The update is to extend the timeline for two (2) of the interventions to reflect the time needed to complete the projects.

Chairman Brittain opened the floor for questions or comments. Commissioner Carswell explained that after visiting various counties, there are still many who do not know how they want to spend their settlement money. He commended Ms. Varnadoe for helping make Burke County a leader in addressing the opioid crisis. Ms. Varnadoe relayed some information on an upcoming community meeting.

RESULT:	MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 21, 2024, AT 6:00 P.M.

Resolution No. 2024-02 reads as follows:

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Res. No. 2024-02

BURKE COUNTY
NORTH CAROLINA

A RESOLUTION BY THE COUNTY OF BURKE
TO DIRECT THE EXPENDITURE OF OPIOID SETTLEMENT FUNDS

WHEREAS Burke County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids, including settlements with drug distributors Cardinal, McKesson, and AmerisourceBergen, and the drug maker Johnson & Johnson and its subsidiary Janssen Pharmaceuticals;

WHEREAS the allocation, use, and reporting of funds stemming from these national settlement agreements and certain bankruptcy resolutions ("Opioid Settlement Funds") are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation ("MOA");

WHEREAS Burke County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS section E.6 of the MOA states:

E.6. Process for drawing from special revenue funds.

a. Budget item or resolution required. Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate budget resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.

b. Budget item or resolution details. The budget or resolution should (i) indicate that it is an authorization for expenditure of Opioid Settlement Funds; (ii) state the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy, and (iii) state the amount dedicated to each strategy for a stated period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA, Burke County authorizes the expenditure of opioid settlement funds as follows:

1. Strategy authorized
   a. Name of strategy: Collaborative Strategic Planning: Peers Partnering for Excellence
   b. Strategy is included in Exhibit A
   c. Item letter and/or number in Exhibit A to the MOA: 1
   d. Amount authorized for this strategy: $30,000
   e. Period of time during which expenditure may take place: Start date of February 20, 2024, through End date of June 30, 2025
   f. Description of the program, project, or activity: Develop a network of Peer Support Specialists in Burke County. The Peer Support mentor network will serve to advocate for best practices in the peer support specialist scope of work, coach

Res. No. 2024-02

and support newly certified peer support specialists, as well as aid in the design and development of peer support services in the community. The allocated amount will be for the purpose of meeting accommodations and supplies, training, and travel for members of the Peer Support professional group.
   g. Provider: Burke Public Health Department

2. Strategy authorized
   a. Name of strategy: Collaborative Strategic Planning: Qualitative Data Collection to Include Voices of Individuals with Lived Experience
   b. Strategy is included in Exhibit A
   c. Item letter and/or number in Exhibit A to the MOA: 1
   d. Amount authorized for this strategy: $30,000
   e. Period of time during which expenditure may take place: Start date of February 20, 2024, through End date of June 30, 2024
   f. Description of the program, project, or activity: Qualitative information collection project that captures input from individuals with lived experience related to Opioid Use Disorder, which supports the collaborative strategic planning process of integrating the voices of individuals with lived experience. Funding for this strategy will be designated for qualitative data collection and videography services.
   g. Provider: Procurement Process

3. Strategy authorized
   a. Name of strategy: Collaborative Strategic Planning: Consulting Services
   b. Strategy is included in Exhibit A
   c. Item letter and/or number in Exhibit A to the MOA: 1
   d. Amount authorized for this strategy: $65,000
   e. Period of time during which expenditure may take place: Start date of February 20, 2024, through End date of June 30, 2024
   f. Description of the program, project, or activity: Provide assessments and analytics related to strategies under Exhibit B of the NC MOA, including feasibility & sustainability studies and implementation planning.
   g. Provider: Procurement Process

4. Strategy authorized
   a. Name of strategy: Collaborative Strategic Planning: Overdose Fatality Review/Public Health and Safety Team
   b. Strategy is included in Exhibit A
   c. Item letter and/or number in Exhibit A to the MOA: 1
   d. Amount authorized for this strategy: $1,500
   e. Period of time during which expenditure may take place: Start date of February 20, 2024, through End date of June 30, 2025
   f. Description of the program, project, or activity: Burke County's Overdose Fatality Review/Public Health and Safety Team utilizes the ARC GIS mapping software developed by ESRI. Funding will support annual ARC GIS licenses and credits necessary to track and report key indicators of the Opioid Epidemic.
   g. Provider: Burke Public Health Department

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is $126,500.

Res. No. 2024-02

Adopted this 20th day of February 2024.

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

Attest:

Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board

REPORTS

Chairman Brittain asked Board members to submit their reports to the Clerk for inclusion in the regular agenda packet. He issued reminders for the upcoming BOC meeting, community events, and holiday closures. Chairman Brittain invited youth groups to sign up to lead the Pledge of Allegiance at Commissioners' meetings He also encouraged citizens to spay or neuter pets and to adopt or foster a pet from Animal Services. Further, he encouraged citizens to not litter, to pick up trash and to cover their loads during transit to the landfill or convenience centers in addition to highlighting the County's Community Beatification webpage where people can report litter that needs to be addressed. He then recognized National Correction Officers and Correction Employees Week as well as Public Service Week. Commissioner Carswell encouraged the County Manager to attend the IBT meeting on behalf of the Board, speak if possible, and report back to the Board. The Hickory location for the public input meeting on the IBT transfer is a small venue with limited parking. A brief discussion ensued on Duke Energy's position on the transfer request. Clerk Draughn reported that both Morganton and Valdese plan to send representatives to the meeting.

OTHER DISCUSSION ITEMS – NONE

ACTION ITEMS

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

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

Approved this 17th day of September 2024.

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

Attest:

Kay Honeycutt Draughn
Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board