

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

The Burke County Board of Commissioners held a pre-agenda meeting on Monday, March 3, 2025, at 3:00 p.m. in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street, Entrance E, in Morganton, North Carolina. 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. Pursuant to Resolution No. 2024-17, adopted and effective on August 20, 2024, the Burke County Board of Commissioners conferred upon itself all the power, duties and responsibilities of the Board of Health and the Social Services Board. Those present were:

COMMISSIONERS: Jeffrey C. Brittain, Chairman
Phil Smith, Vice Chairman
Brian Barrier
Mike Stroud

COMMISSIONERS ABSENT: Randy Burns (Sick.)

STAFF: Brian Epley, County Manager
Margaret Pierce, Finance Director/Deputy County Manager
Destin Hall, Wilson, Lackey, Rohr & Hall P.C. -
(Arrived at 3:12 p.m.)
Kay Honeycutt Draughn, Clerk to the Board

CALL TO ORDER

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

APPROVAL OF AGENDA

Motion: To approve the agenda as amended: with the removal of Decision Item No. 4 (Budget Amendment No. 10 - \$849,691) and the addition of Consent Item No. 10. (Budget Amendment No. 10 - \$11,630).

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Phil Smith, Vice Chairman
AYES:	Jeffrey C. Brittain, Phil Smith, Brian Barrier, and Mike Stroud
ABSENT:	Randy Burns

PRESENTATIONS

BOC - DONATION FROM MORGANTON HIGH SCHOOL WILDCAT ALUMNI ASSOCIATION

Chairman Brittain announced that the County will receive a \$500 donation in appreciation of the exceptional community support provided by county employees during Hurricane Helene and the recovery process. Clerk Draughn noted that representatives from the Morganton High School Wildcat Alumni Association will present this agenda item and donation at the regular meeting.

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

CM - DISASTER RECOVERY UPDATE

As it has been just over 150 days since Western North Carolina was devastated by the impact of Hurricane Helene, Brian Epley, County Manager, presented an update on the ongoing recovery efforts in Burke County. Highlights of his presentation were as follows:



By the Numbers

- \$352.6 million approved to 152,000 households and individuals beginning their recovery. That includes money to help rent a home or apartment as survivors begin their recovery.
- \$348 million in Public Assistance funding approved to support community recovery.
- The U.S. Small Business Administration is still accepting low-interest loan applications. To date 15,000 loan applications have been received, with 3,144 approved for more than \$255 million. Of that, \$99.8 million in low-interest disaster loans have been paid directly to North Carolina survivors.
- FEMA is providing multiple temporary housing options to meet North Carolinians' individual needs. The first step to receiving housing assistance is applying with FEMA.

More than 2,620 households are using Transitional Sheltering Assistance hotels and motels.

155 households have been placed in temporary housing units provided by FEMA Direct Temporary Housing Assistance.

- FEMA has contracted with 20 commercial parks to be able to place units and the agency is working with one other park for potential contracting purposes.
- FEMA has awarded more than \$13.9 million for repair or replacement of roads and bridges to 4,000 families.

More than 3.7 million cubic yards of debris has been removed from public rights of way by FEMA and the U.S. Army Corps of Engineers and contractors.

Day 171

- The Disaster Recovery Center at the Foothills Education Center had **approximately 3,500 total visits**.

Individuals and Housing Program Assistance

IHP	
Registrations	13,305
Eligible	7,894
Eligible Percentage	59%
Amount Awarded	\$14,602,722.45
HA	
Registrations	7,737
Eligible	712
Eligible Percentage	9%
Amount Awarded	\$4,233,741.71
Destroyed Owners	
	24
Destroyed Renters	
	18



Current Status - Debris Removal

FEMA Requirements:

Monitoring of the debris removal operations is required. For FEMA to determine the eligibility of debris removal operations, the County must provide debris types, quantities, reduction methods, and pickup and disposal locations. FEMA requires the County to monitor all contracted debris operations to document this information and ensure that its contractor removes eligible debris. The applicant may use force account resources (including temporary hires), contractors or a combination of these for monitoring.

Private Debris Management Contractors:

The county has contracted with Debris Tech for tagging and SDR for Debris Removal.

Debris Sites

We currently have 3 Debris Sites where Debris is hauled and properly removed.

Debris Sites

- Temporary disaster debris staging/storage areas are required in order to handle the large amounts of debris generated after a storm.
- The first staging site was permitted through our County landfill.
- 2 Alternative sites have been acquired: Burke County Fairgrounds, and a site off of Jenkins Rd. in Salem, NC.



Landfill Sites 1 & 2



Burke County Fairgrounds



211 E. Fleming

Debris Removal



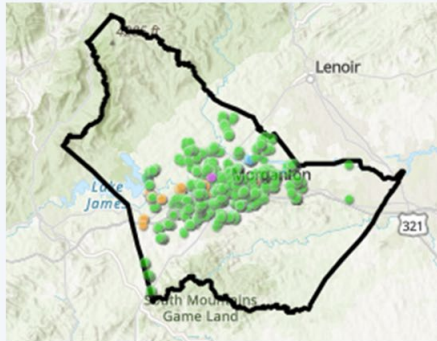
255K Cubic Yards

To date 255,000 Cubic Yards of Debris have been removed from Burke County. We believe that is substantially complete.



25 (+) Trucks

On average, we have averaged more than 25 trucks going out daily for debris removal. This includes trucks for vegetative debris, commercial and demolition, as well as pick-up for white goods.



Removed Today (CY)	Removed To Date (CY)
45.7	255.1k

● Gated Communities

Public vs. Private Areas:

Disaster Recovery guidelines focus on clearing debris in public spaces. For gated communities, access can be restricted, requiring coordination with private entities (homeowner associations) for entry.

FEMA & State Policies:

Debris removal may be extended to private areas if it impacts public safety. Local governments may need to negotiate access with community associations or homeowners to ensure cleanup compliance.

[illegible]

- Long Arm
- Paradise Harbor
- Wilderness Edge Subdivision
- High Peak Estates
- Silver Creek Springs
- Laurel Ridge
- Pisgah Preserve
- Harbor Ridge
- Lake Vista
- Pine Mountain
- Enclave
- Upper Creek Community
- Silver Creek Plantation
- Paddy's Creek Gate Code
- River Club Gate Code
- Lake Rhodhiss Estates

- **Obtain Signatures:**
 - Get signed authorization letters from official community reps.
- **Access Gate Codes:**
 - Secure gate codes for restricted areas.
- **Collaborate with SDR:**
 - Work with SDR to manage tagging and debris removal.

A portrait of a middle-aged man with short, light brown hair, smiling slightly. He is wearing a dark suit jacket, a white shirt, and a striped tie. He is standing in front of a blue background with an American flag on the left and a Texas state flag on the right.

Steve McGugan
Assistant Director - Hazard Mitigation

- County residents can receive funding to make their homes more resilient through home projects that reduce the long-term risk and impacts of natural hazards, such as floods, wildfires, and storms.
- The Hazard Mitigation Grant Program (HMGP) is a FEMA-funded initiative aimed at reducing or eliminating future damages and losses following a disaster. While federally funded, the program is managed in North Carolina by the Department of Public Safety's Division of Emergency Management.

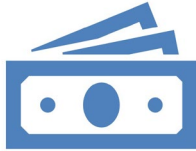
For property owners, HMGP offers funding for various mitigation strategies, including elevation, home mitigation reconstruction, and acquisition.

- The **elevation project** raises the home as is, demolishes the old foundation, and builds a new foundation that raises the first floor approximately 2 feet above the 100-year flood elevation. In this project, the homeowner is provided temporary lodging while work is done on the home, nothing is moved out of the home.
- The **mitigation reconstruction project** is used when it is determined a home cannot be raised due to the home's instability. The program will move out all the household furnishings and store them, provide temporary lodging, demolish the old home, build a new foundation at 2 feet above 100-year flood elevation and build a new home on the foundation. These are contractor grade homes, no custom furnishings.
- The **acquisition project** buys the property from the homeowner, at the value of the property the day prior to the disaster, once the homeowner relocates, the home is demolished, and the property remains as greenspace into perpetuity.

In all three of these projects, FEMA provides 75% of the cost and the state pays the 25% match, **there is no cost to the homeowner.** The program does not have an income requirement and is intended to assist all of those impacted by the disaster.

Participation in the program is entirely voluntary and property owners may withdraw their applications anytime.





2025 Tax Value Impairment

Tax Reassessment of Disaster-Damaged Property



Form Distribution

A form was included with the January 2nd tax bills. Citizens with property damage are working through the informal appeal process.



Review & Reevaluation

Appraisers will conduct site visits for property reevaluations using the percentage of completion methodology.



Completion Timeline

The county aims to complete the lost property value assessment by the end of March.

28

Affected

147

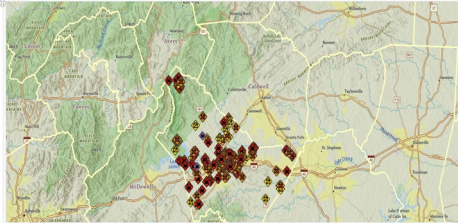
Minor

234

Major

9

Destroyed



2025 Tax Value Impairment

28 Affected, 147 Minor, 234 Major, 9 Destroyed



2023 INFORMAL APPEAL FORM

NAME OF APPEALER	PROPERTY ADDRESS	APPEAL DATE	APPEAL TYPE	APPEAL AMOUNT	APPEAL DESCRIPTION

The Burke County Tax Office acknowledges the significant impact of Hurricane Helene on our community in September 2024. Please note that by North Carolina General Statute property taxes are based on the property value as of January 1st of each year. Real estate property values are set as of the most recent county-wide reappraisal. If there are no changes to the property such as new construction of a house or building, the addition of a porch, deck, or new rooms, or major remodeling or upgrades, the property value will not change until the next county-wide reappraisal.

The current real estate values for Burke County were established as of the last county-wide reappraisal on January 1, 2023.

If you sustained structural damage from Hurricane Helene that is unrepaired, as of 1 January 2023, please use this sheet to inform the County Tax Office. Appraisal staff from the Tax Office will review your situation and make any necessary adjustments to your property's assessed value because of hurricane damage.

By reporting structural damage to the tax office from the hurricane you can help ensure accurate property tax assessments for the upcoming year.

IF YOU AGREE WITH YOUR VALUE, YOU DO NOT NEED TO DO ANYTHING. If you wish to appeal your appraised value, please do so within 30 days of the date of this Notice using this form. Your appeal must be in writing.

OPINION OF VALUE:

What is the most probable price this property would sell? \$ _____

Date of Purchase: _____ Purchase Price: \$ _____

What is the basis for your opinion of value?

Recent Purchase _____ Recent Appraisal _____ Comparable Sale _____ Recent Construction _____ Hurricane Damage _____

BUILDING INFORMATION: Residential _____ Commercial _____

Please indicate the real property improvements that were damaged or are incorrectly listed on your property:

Living (Heated) Area: _____ Porch: _____ Outbuildings: _____

Garage: _____ Deck/Patio: _____ Other: _____

ADDITIONAL INFORMATION THAT SUPPORTS THE OWNER'S OPINION OF VALUE: (Use additional sheets if necessary)

Please provide Photographs of the storm damage and any supporting documentation including bills and contractors' estimates with this form.

OWNER'S CONTACT INFORMATION (required)

Name: _____ Daytime phone: _____

Cell phone: _____ Email address (please print clearly): _____

AFFIRMATION: Under penalty prescribed by law, I hereby affirm to the best of my knowledge and belief all information submitted on this Informal Appeal form, including any accompanying statements, documents, or other information, is true and complete.

Signature of Owner: _____ Date: _____

- 695 Total Informal Value Appeal Applications Received
- \$5 – 6M in impaired residential value
- \$20 – 25M in impaired commercial value

Burke County – FEMA Public Assistance Program

Burke County FEMA Public Assistance Cost Reconciliation and Application

• Category A.....	\$4.5M	(ROW Debris)
• Category B.....	\$ 600k	(Emergency Operations)
• Category E.....	\$ 5k	(Building Improvements)
• Category F.....	\$ 5k	(Dobson Knob Tower)
• Category G.....	\$ 5k	(Parker Rd/Simpson Park)

Emerging Issues & Next Steps



• Waterway Debris

- Debris from waterways that is necessary to eliminate an immediate threat to life, public health and safety or improved property is eligible for removal.
- There are 2 Options for waterway removal, **Option 1** - is to follow our process for debris removal contracting with a debris management consultant, or **Option 2** – is to use the U.S. Army Corps of Engineers.

Waterway Debris

Site #1 - Waterway Debris Pictures



Debris Type
Vegetative

LAT	35.742463
LON	-81.835506

Description
Debris is against the right embankment. Debris is submerged.

PROJECT COST ESTIMATE

Each site's imagery is meticulously analyzed to estimate the costs associated with debris removal and the necessary monitoring processes. The primary cost components are broken down into several key categories: embankment length, debris removal and disposal, and monitoring and documentation. The estimation methodology follows a structured approach using standardized rates and site-specific classifications.

Debris Removal Cost Calculation

The cost of debris removal is calculated by applying a unit rate of \$25 per cubic yard (CY) for the removal and disposal of debris. The total cubic yards of debris are determined based on the site's classification—Light, Medium, or Heavy—each of which has a predefined estimated debris volume. For instance, sites classified as "Light" typically generate 1,500 cubic yards of debris per mile, while "Medium" sites yield an estimated 3,000 cubic yards per mile, and "Heavy" sites produce approximately 5,000 cubic yards per mile. These values are used as proxies for the quantity of debris to be removed for the purpose of cost estimation.

Embankment Length and Waterway Calculation

Waterway lengths are derived using the centerline of the waterway, providing an initial measurement of the affected area. However, the cost calculation incorporates the embankment length along both sides of the waterway, which is critical for determining the scope of debris removal along the banks. The embankment length directly impacts the cost, as both the left and right sides of the waterway may require debris clearance. Each linear foot (LF) of embankment is priced at \$11, which serves as the basis for estimating the total cost of debris removal along these segments.

Monitoring and Documentation

In addition to debris removal, each site requires a monitoring and documentation component to track the progress of debris removal and ensure that regulatory standards are met. The cost for these services is calculated as 10% of the total debris removal cost. This percentage covers the cost of assessing the site conditions, conducting routine inspections, and documenting the operation's progress for compliance purposes.

Total Estimated Cost Breakdown

The overall cost estimate for each site is determined by aggregating the debris removal costs (calculated based on the cubic yard volume and embankment length) and the monitoring costs (calculated as a percentage of the removal costs). The debris classification (Light, Medium, or Heavy) plays a critical role in determining the total volume of debris to be managed, while the embankment length impacts both the removal cost and the extent of monitoring required.

Site Review and Classification

Each site undergoes a detailed review where it is assigned a debris classification based on visual inspection and remote sensing imagery. These classifications—Light, Medium, or Heavy—are pivotal in determining the anticipated debris volume, which then informs the overall cost estimation process. The classifications are not only qualitative, but also quantitative in nature, as they provide a direct link between the site's debris condition and the assumed volume of material to be cleared per mile.

Application of the Cost Model

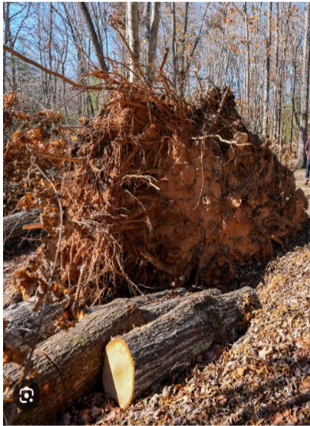
The resulting cost model is applied across all sites, with adjustments made for local factors such as accessibility, environmental sensitivity, and specific regulatory requirements. The model ensures that each site's debris removal and monitoring costs are estimated accurately, providing a reliable basis for budgeting and project planning.

Removal & Disposal	\$231,975
Linear Embankment	\$442,000
Debris Monitoring	\$202,500
Total	\$876,475



Private Property Debris Removal (PPDR)

FEMA PPDR stands for **Private Property Debris Removal**. It's a program that helps remove debris from private properties after a disaster. The goal of PPDR is to protect public health and safety, and to help the community recover from an economic impact.



Private Property Debris Removal (PPDR)

- Removal of potentially eligible storm-generated debris from private property, private roads and/or driveways
- Demolition of hazardous structures
- Eliminates immediate threats to life, public health, or safety
- Eliminates immediate threats of significant damage to improved public or private property
- Vegetative debris
- Construction and demolition debris
- White goods (household appliances)
- Household hazardous waste

WATERWAY OPTIONS

Option 1

Private Debris Management Contractors

Pros:

- Quick mobilization, customizable to county needs.
- FEMA-compliant processes for reimbursement.
 - 100% for 180 Days (currently at 157 days)
- Scalable resources for large/complex projects.

Cons:

- Financial Exposure (ie. 90/10 Split).
- Requires county oversight to ensure compliance.

Option 2

U.S. Army Corps of Engineers (USACE)

Pros:

- Expertise in clearing navigable waterways.
- They will take care of preapproval and authorization to access private properties
- Simplifies FEMA coordination and public trust.

Cons:

- Hands-off approach, giving county less influence with regards of timing.

Chairman Brittain opened the floor for questions or comments. Commissioner Stroud asked whether the stream cleanup could be a collaborative effort with Charlotte, given their IBT request and the shared impact on water quality. Mr. Epley acknowledged that a regional approach to waterway management is logical but noted that funding and resources are tightly regulated under FEMA's disaster recovery reimbursement process.

Mr. Epley responded to a clarifying question from Commissioner Barrier, who then raised concerns about certain undesirable behaviors exhibited by private contractors working in neighboring counties, emphasizing that such issues would not arise with the U.S. Army Corps of Engineers (USACE). Mr. Epley pointed out that neighboring counties have primarily relied on the USACE for waterway debris removal. Chairman Brittain proposed moving forward with the USACE for the cleanup effort, as did Commissioner Stroud.

Motion: To authorize the County Manager to formally request assistance from the U.S. Army Corps of Engineers for waterway debris removal.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeffrey C. Brittain, Chairman
AYES:	Jeffrey C. Brittain, Phil Smith, Brian Barrier, and Mike Stroud
ABSENT:	Randy Burns

EMS - RECOGNITION OF LIFE SAVERS (PLACE HOLDER)

James Robinson, EMS Director, requested that the Board recognize several Emergency Services staff members for their outstanding lifesaving actions during recent emergency incidents, along with a good Samaritan, at the regular meeting. These individuals demonstrated exceptional skill and swift response in providing critical medical care, leading to positive patient outcomes. Additionally, there will be a brief presentation highlighting the partnership between Burke County Emergency Services and Frye Hospital, which plays a vital role in delivering lifesaving cardiac care.

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

RESULT:	MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.
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SCHEDULED PUBLIC HEARINGS – NONE

CONSENT AGENDA

ASFI - APPROVAL OF NAME FOR THE VOLUNTEER ROOM AT THE NEW ANIMAL SHELTER

Kay Draughn, Founder & President of Animal Services Foundation, Inc. (ASFI), presented to the Board, offering a brief history of the foundation and sought approval for the first room name as part of the fundraising efforts for the new animal shelter. The highlights of her presentation were as follows:



ASFI Capital Campaign

New Animal Shelter

Who are we?

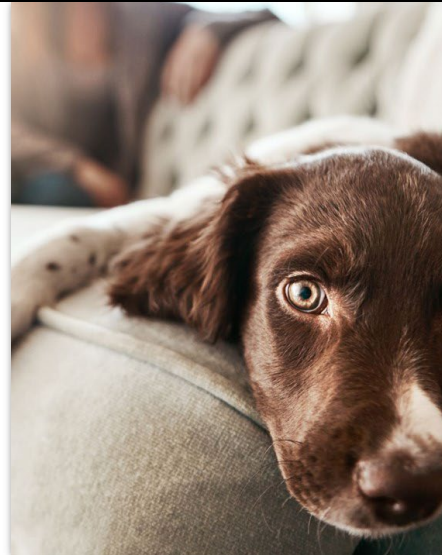
- ASFI is a non-profit organization
- 11 members (9 voting, 2 non-voting)
- **ALL VOLUNTEER BOARD**
- <https://www.burkecountyanimalservicesfoundation.com/>
- <https://www.facebook.com/burkeanimalservicesfoundation>



Our Mission

To support and enhance the lives of animals receiving assistance from Burke County Animal Services through sheltering, adoption, transport, education, spay/neuter, and community outreach.

In summary, we support Burke County's animal shelter.

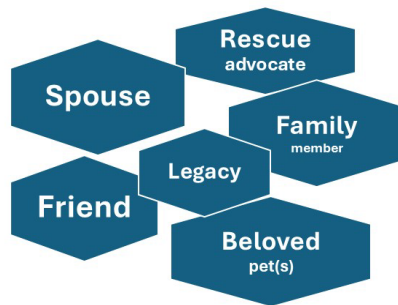


What are we raising money for?



Why donate?

Honor or Memorialize



Inclusion

This is an opportunity for animal lovers to participate in the largest advancement of animal welfare in Burke County's history.

Other Reasons

- Advertising
- Tax Write Off
- Because you care!



Areas / Pricing – Something for All Budgets

Area	Amount		
Animal Control Offices	\$10,000	Dog & Cat Food Storage Rooms	\$5,000 each
Animal Services Staff Offices (all)	\$100,000	Dog & Cat Get Acquainted Rooms	\$10,000 each
Brick Paver, Engraved, 4x8	\$150	Dog & Cat Holding Rooms	\$5,000 each
Brick Paver, Engraved, 8x8	\$300	Dog Get Acquainted Yards (4)	\$10,000 each
Animal Shelter	\$500,000+	Dog Kennels (36)	\$1,000 each
Cat Adoption Room	\$10,000	Dog / Cat Laundry	\$10,000
Cat Cages (44)	\$500 each	Dog Play Areas	\$25,000 each
Cat Medical Rooms	\$10,000	Grooming Room	\$10,000
Cat Work Room	\$10,000	Lobby / Customer Service	\$100,000
Catios/Cat Comm. Rooms	\$25,000 each	Medical Office	\$5,000
Clean Equipment Room	\$5,000	Medical / Surgery Suite	\$100,000
Conference Room	\$100,000	Outdoor Covered Area	\$10,000
		Parking Lot	\$100,000
		Sally-Port	\$100,000
		Staff Breakroom / Restrooms	\$10,000
		Stray Cats Room	\$10,000
		Supervisor Interview Space	\$5,000
		Volunteer Space	\$5,000

**When will the
campaign
officially begin?**

**April
2025**



How do I give using PayPal or a credit card?

- <https://www.burkecountyanimalservicesfoundation.com/>
- Click the “Donate” button.
- Enter the amount
- Cover PayPal’s processing fee
- Choose PP or credit card
- Include the name for the sign in the “Write a note section”.
+ Write a note (Optional)

Donate to
Animal Services Foundation, Inc.

To support and enhance the lives of pets receiving assistance from Burke County Animal Services.

\$150
USD

☒ Add \$3.55 USD to help cover the fees.

☐ Make this a monthly donation

Donate with PayPal

Donate with Debit or Credit Card

Donations by check?

Mail a note & check to: ASFI, P.O. Box 52, Morganton NC 28680



William C. or Mary K. Smith
12345 North Main Street
Anytown, UT 44444
222/222-2222

101
00-00-000

Pay to the Order of _____ \$ _____

For _____

0000000000 1234567890

Friendship isn't a big thing,
it's a million little things

Approved Naming Policy



- **County Commissioners approved the naming policy in the fall of 2024.**
- **A copy is in your agenda packet for easy reference.**
- **All names must be approved by the BoCC.**

1st Naming Donation Received Volunteer Space

- Will & Rose Mueller of Valdese
- Donated **\$5,000**
- For: **Volunteer Area**
- In Honor of Valdese Police Officer Dylan Hicks, Code Enforcement & Animal Control



Dylan Hicks

Thank you!

1st Naming Donation – Pledge Medical Office

- Dr. Jennifer McGrady
- Animal Shelter's Veterinarian of Record
- Animal Hospital of East Burke
- Pledged **\$5,000**
- For: **Medical Office**
- Proposed Name: Dr. Jennifer McGrady



DR. JENNI

Thank you!

Additional information from the agenda packet:

In December, William & Rose Mueller of Valdese generously donated \$5,000 to the capital campaign for the new animal shelter. As part of their donation, they have requested that the small space designated to volunteer operations be named in honor of Valdese Code Enforcement Officer, Dylan Hicks, in recognition of his dedication to animal welfare and community service.

Volunteers are the backbone of the Burke County Animal Shelter, providing invaluable support in caring for animals, assisting with adoptions, organizing rescue transports, and facilitating community outreach programs. They contribute hundreds of hours annually, ensuring that shelter pets receive the care, socialization, and enrichment they need while awaiting their forever homes. The designated volunteer space in the new shelter is 54 square feet in size and this area will serve as a crucial hub for training, coordination, and preparation of supplies used in daily shelter operations.

In accordance with the County's approved policy on naming rights, approval of all names purchased through the capital campaign is required.

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

BCPS - PURCHASE OF REAL PROPERTY

Keith Lawson, Finance Director, BCPS, read directly from the resolution he requested to be adopted:

WHEREAS, the Burke County Board of Education (hereinafter the "Board") has entered into contract negotiations to acquire a certain parcel of land having an address of 305A Third Street, Southwest, Hildebran, Burke County, NC, corresponding to REID 26385, consisting of approximately 10.06 acres;

WHEREAS, the Board has also entered into contract negotiations to acquire an adjoining parcel located at 0 US HWY 70 W, Hildebran, Burke County, NC, corresponding to REID 61026, consisting of approximately 3.91 acres, for the same purpose; and

WHEREAS, the Board will further evaluate the suitability of the parcels of property for such uses once it has the same under contract; and

WHEREAS, pursuant to N.C. Gen. Stat. § 115C-426(f), the approval of the Burke County Board of Commissioners for the purchase price to be paid for any property to be acquired for school construction purposes is required for the Board of Education to enter into such a contract;

NOW, THEREFORE, BE IT RESOLVED that the County of Burke, State of North Carolina, by and through the Board of Commissioners, hereby approves the purchase price of Six Hundred Seventy-Five Thousand Dollars (\$675,000) for the purchase of the above-described parcels of property.

Additional information from the agenda packet:

In accordance with N.C.G.S. § 115C-426(f), the Burke County Board of Education requests the Burke County Board of Commissioners to approve the purchase price of \$675,000 for the following properties located in Hildebran, Burke County, for the potential construction of a new school:

- 305 A Third St SW, Hildebran, NC (REID 26385) - approximately 10.07 acres
- 0 US HWY 70 W (REID 61026) - approximately 3.91 acres

The total acreage for both parcels is approximately 14 acres. These parcels have been identified as a potential site for school construction, and upon acquisition, further evaluations will be conducted to determine their suitability for such purposes. If approved, survey and closing costs, as well as other associated costs, will be incurred.

Chairman Brittain opened the floor for questions or comments. Commissioner Barrier asked a clarifying question pertaining to due diligence activities, which Mr. Lawson addressed. Vice Chairman Smith asked about the funding source for the purchase. Mr. Lawson explained that the project would be funded by a \$42 million grant from the NC Department of Public Instruction, sourced from the NC Education Lottery, for the construction of a new elementary school, supplemented by capital funds provided by the County. There being no further discussion, this item was moved without objection to the following meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

CLERK - APPOINTMENTS & REAPPOINTMENTS TO THE PARKS & RECREATION COMMISSION

Kay Draughn, Clerk to the Board, presented information related to the reappointment of Mendell Derreberry and Maurice "Mo" Beam to the Parks & Recreation Commission (P&RC), Seat No. 3 (Drexel) and Seat No. 10 (Oak Hill) respectively, for 3-year terms ending March 31, 2028, as well as the appointment of Jordan Phillips to the P&RC, Seat No. 7 (W.A. Young) to complete the remainder of a term ending March 31, 2027.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

CM - ADOPTION OF OPIOID RESOLUTION (PLACE HOLDER)

Following the Board's action on February 14th, County Manager Brian Epley will present a resolution for the expenditure of opioid settlement funds at the regular meeting. The proposed allocation will support the extension of a full-time Opioid Coordinator position for an additional three (3) years. This role is critical in overseeing opioid response initiatives, coordinating community partnerships, and ensuring that settlement funds are utilized effectively to address the opioid crisis in Burke County. The Opioid Coordinator will report directly to the County Manager to ensure alignment with countywide strategies and priorities.

Budgetary Effect: To be determined. The position will be fully funded through opioid settlement funds.

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

DSS - PROCLAMATION FOR SOCIAL WORKER APPRECIATION MONTH 2025

Korey Fisher-Wellman, DSS Director, requested the Board to approve a proclamation declaring March as Social Worker Appreciation Month, recognizing the dedication, expertise, and impact of social workers in Burke County and beyond.

The 2025 theme, "Social Work: Compassion + Action," highlights how social workers not only care deeply about people but also take meaningful action to support individuals, families, and communities. Social workers are at the forefront of addressing critical societal challenges,

including mental health and substance use disorders, income inequality, and homelessness. Their work spans hospitals, schools, government agencies, social service organizations, and more, making them essential to the well-being of our society.

Social work is one of the fastest-growing professions in the U.S., with demand projected to increase 7% by 2033, reinforcing the vital role social workers play in shaping stronger, healthier communities. This proclamation serves to honor their contributions, acknowledge their commitment, and emphasize the importance of self-care for those in helping professions.

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

FINANCE - APPROVAL OF AUDIT CONTRACT FOR FY 25-26

Margaret Pierce, Finance Director / Deputy County Manager, stated that the N.C.G.S. § 159-34 requires the County to have its accounts audited annually by a certified public accountant. The County's current audit firm, Thompson, Price, Scott, Adams & Co. P.A., has submitted a proposal to do the work for \$49,500. Funding for the audit will be included in the FY 25 - 26 budget.

Chairman Brittain opened the floor for questions or comments. Ms. Pierce and Mr. Epley responded to a question from Commissioner Barrier related to cost. There being no further discussion, this item was moved without objection to the following meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

TAX DEPT. - TAX COLLECTION REPORT - FEBRUARY 2025

John Bridgers, Tax Administrator, presented the Tax Collection Report for the period ending February 28, 2025, as follows:

Category	Amount Collected YTD	% Collected	Balance to Collect
Property Tax	\$52,671,580.28	96.13%	\$18,616,295.86
Motor Vehicle Tax	\$3,713,609.53	73.16%	\$1,362,634.47
Current Year Taxes	\$56,385,189.81	94.18%	\$3,484,233.19
Delinquent Taxes	\$418,860.86	59.84%	\$281,139.14
Penalty & Interest	\$255,262.33	77.29%	\$73,737.67

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	\$71,287,876.14	\$52,671,580.28	73.89%	\$18,616,295.86

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

TAX DEPT. - RELEASE REFUND REPORT - FEBRUARY 2025

John Bridgers, Tax Administrator, presented the Tax Release and Refund report for the period ending February 28, 2025, as follows:

VTS Refunds Over \$100	
	Refund Amount
VTS Adjustments	\$1,093.88

Primary Owner	Address 3	Bill #	Refund Description	Refund Reason	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
BONES JONES BRANDS LLC	MORGANTON, NC 28655	0074601049	Refund Generated due to proration on Bill #0074601049-2024-2024-0000-00	Vehicle Sold	01	TAX	(\$207.20)	\$0.00	(\$207.20)
					38	TAX	(\$37.01)	\$0.00	(\$37.01)
								Refund	\$211.33
GRISWOLD HOME REPAIR LLC	CONNELLY SPRINGS, NC 28612	0082538506	Refund Generated due to adjustment on Bill #0082538506-2024-2024-0000	Situs error	01	TAX	\$0.00	\$0.00	\$0.00
					57	TAX	(\$304.99)	\$0.00	(\$304.99)
					57	VEHICLE FEE	(\$20.00)	\$0.00	(\$20.00)
					28	TAX	\$64.05	\$0.00	\$64.05
			Refund	\$260.94					
HART, NANCY BASS	MORGANTON, NC 28655	0057827619	Refund Generated due to proration on Bill #0057827619-2024-2024-0000-00	Vehicle Sold	01	TAX	(\$101.08)	\$0.00	(\$101.08)
					57	TAX	(\$90.25)	\$0.00	(\$90.25)
					57	VEHICLE FEE	(\$20.00)	\$0.00	(\$20.00)
								Refund	\$211.33
HUOT, SOPHEAP	MORGANTON, NC 28655	0081132130	Refund Generated due to proration on Bill #0081132130-2024-2024-0000-00	Vehicle Sold	01	TAX	(\$132.07)	\$0.00	(\$132.07)
					57	TAX	(\$117.91)	\$0.00	(\$117.91)
					57	VEHICLE FEE	\$0.00	\$0.00	\$0.00
								Refund	\$249.98
WHITESIDES, DAVID WILLIAM	MORGANTON, NC 28655	0080333041	Refund Generated due to proration on Bill #0080333041-2024-2024-0000-00	Vehicle Sold	01	TAX	(\$134.99)	\$0.00	(\$134.99)
					22	TAX	(\$25.31)	\$0.00	(\$25.31)
								Refund	\$160.30
								Refund Total	\$1093.88

Tax System Refunds and Releases			
Report Amount	Rebilled Amount	Net Release	Refund Amount
\$5,815.08	\$1,314.42	\$4,500.66	\$0.00

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)
TAX DISTRICT: BURKE COUNTY		RELEASE REASON: Adjustment					
0000005123-2024-2024-0000-01-REG	VANOSS, KRISTINA	7/15/2024	LINDA WILBUR	2/6/2025	1,251.94	1,251.94	0.00
0000005123-2024-2024-0000-02-REG	VANOSS, KRISTINA	7/15/2024	LINDA WILBUR	2/6/2025	1,339.94	44.00	1,295.94
0000054257-2024-2024-0000-00-REG	PIERCY, JOHNNY A JR	7/15/2024	LINDA WILBUR	2/7/2025	44.00	44.00	0.00
0024008408-2024-2024-0000-00-REG	LANE, LISA MICHELLE	7/15/2024	LINDA WILBUR	2/25/2025	12.32	12.32	0.00
0024084115-2024-2024-0000-00-REG	PRITCHARD, EDITH C	2/3/2025	KAYLA BURGESS	2/3/2025	24.64	24.64	0.00
0024084115-2024-2024-0000-01-REG	PRITCHARD, EDITH C	2/3/2025	KAYLA BURGESS	2/3/2025	112.64	112.64	0.00
Subtotal					2,785.48	1,489.54	1,295.94
TAX DISTRICT: BURKE COUNTY		RELEASE REASON: Deceased					
0000085616-2022-2022-0000-00-REG	THOMAS, BILLY T JR	7/1/2022	LINDA WILBUR	2/13/2025	90.26	90.26	0.00
0000085616-2023-2023-0000-00-REG	THOMAS, BILLY T JR	7/3/2023	LINDA WILBUR	2/13/2025	94.16	94.16	0.00
0000085616-2024-2024-0000-00-REG	THOMAS, BILLY T JR	7/15/2024	LINDA WILBUR	2/13/2025	94.16	94.16	0.00
Subtotal					278.58	278.58	0.00
TAX DISTRICT: BURKE COUNTY		RELEASE REASON: Duplicate Billing					
0024008408-2024-2024-0000-00-REG	LANE, LISA MICHELLE	7/15/2024	LINDA WILBUR	2/25/2025	282.48	270.16	12.32
0024077671-2024-2024-0000-01-REG	HALL, JEFFREY DOUGLAS	7/15/2024	LINDA WILBUR	2/26/2025	217.76	217.76	0.00
0024083052-2024-2024-0000-00-REG	BRIGHTSPEED OF CENTRAL NORTH CAROLINA LLC	9/4/2024	LINDA WILBUR	2/24/2025	4.84	4.84	0.00
0024083053-2024-2024-0000-00-REG	BRIGHTSPEED OF CENTRAL NORTH CAROLINA LLC	9/4/2024	LINDA WILBUR	2/24/2025	1,041.98	1,041.98	0.00
Subtotal					1,547.06	1,534.74	12.32
TAX DISTRICT: BURKE COUNTY		RELEASE REASON: Listed In Error					
0000092790-2015-2015-0000-00-REG	THOMAS, BILLY T JR	7/1/2015	LINDA WILBUR	2/13/2025	80.09	80.09	0.00
0000092790-2016-2016-0000-00-REG	THOMAS, BILLY T JR	7/1/2016	LINDA WILBUR	2/13/2025	83.09	83.09	0.00
0000092790-2017-2017-0000-00-REG	THOMAS, BILLY T JR	7/1/2017	LINDA WILBUR	2/13/2025	88.49	88.49	0.00
0000092790-2018-2018-0000-00-REG	THOMAS, BILLY T JR	7/1/2018	LINDA WILBUR	2/13/2025	90.49	90.49	0.00
0000092790-2019-2019-0000-00-REG	THOMAS, BILLY T JR	7/1/2019	LINDA WILBUR	2/13/2025	90.65	90.65	0.00
0000092790-2020-2020-0000-00-REG	THOMAS, BILLY T JR	7/1/2020	LINDA WILBUR	2/13/2025	80.26	80.26	0.00
0000092790-2021-2021-0000-00-REG	THOMAS, BILLY T JR	7/1/2021	LINDA WILBUR	2/13/2025	84.26	84.26	0.00
0000092790-2022-2022-0000-00-REG	THOMAS, BILLY T JR	7/1/2022	LINDA WILBUR	2/13/2025	90.26	90.26	0.00
0000092790-2023-2023-0000-00-REG	THOMAS, BILLY T JR	7/3/2023	LINDA WILBUR	2/13/2025	94.16	94.16	0.00
Subtotal					781.75	781.75	0.00
TAX DISTRICT: BURKE COUNTY		RELEASE REASON: Process Correction					
0024084115-2024-2024-0000-02-REG	PRITCHARD, EDITH C	2/3/2025	KAYLA BURGESS	2/4/2025	200.64	200.64	0.00
Subtotal					200.64	200.64	0.00
TAX DISTRICT: BURKE COUNTY		RELEASE REASON: Release LFUF					
0000076862-2024-2024-0000-00-REG	DUBOSE, SANDRA S	7/15/2024	KAYLA BURGESS	2/25/2025	94.16	88.00	6.16
Subtotal					94.16	88.00	6.16
TAX DISTRICT: BURKE COUNTY		RELEASE REASON: Situs Correction					
0000081109-2024-2024-0000-00-REG	H DOCKERY TEELE JR PA	7/15/2024	LINDA WILBUR	2/17/2025	43.24	43.24	0.00
Subtotal					43.24	43.24	0.00
TAX DISTRICT: BURKE COUNTY		RELEASE REASON: Sold/Traded					
0000044319-2024-2024-0000-00-REG	BARLOW, CAROLYN B	7/15/2024	LINDA WILBUR	2/27/2025	5.60	5.60	0.00
0024059636-2024-2024-0000-00-REG	PHILYAW, ALISA R	7/15/2024	KAYLA BURGESS	2/28/2025	72.41	72.41	0.00
0024077372-2024-2024-0000-00-REG	HART, DANIEL LEE	7/15/2024	KAYLA BURGESS	2/26/2025	6.16	6.16	0.00
Subtotal					84.17	84.17	0.00
Total					5,815.08	4,500.66	1,314.42

*Note: The net release amount results from the reported amount minus the rebilled amount.

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

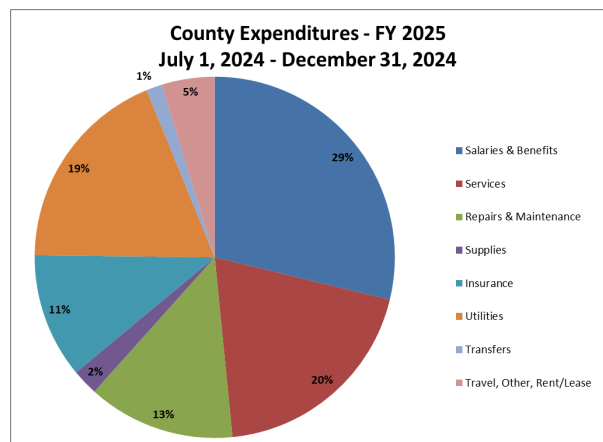
WPCC – PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING DEC. 31, 2024

Sandy Hoilman, Chief Financial Officer, WPCC, presented an overview of the College's financial data for the period ending Dec. 31, 2024, as follows:

FY 2024-2025 SUMMARY AS OF DECEMBER 31, 2024									
	STATE			COUNTY			INSTITUTIONAL		
Summary of Revenues	BUDGET	ACTUAL	REMAINING	PGLT	ACTUAL	REMAINING	BUDGET	ACTUAL	REMAINING
State Appropriations	16,857,464	8,373,546							
Add. Allocations (detail below)	2,324,624								
County Appropriations				3,046,882	1,523,441				
Rent & Interest Income				13,500	15,172				
Institutional Funds							6,704,572	4,082,905	
Total Budgeted Revenues	19,182,088	8,373,546	10,808,542	3,060,382	1,538,613	1,521,769	6,704,572	4,082,905	2,621,667
Summary of Expenditures									
Institutional Support	3,380,144	1,960,558	58%	269,183	233,871	87%	258,740	30,220	12%
Curriculum Instruction	7,708,419	3,586,700	47%				594,000	336,903	57%
Non Curriculum Instruction	2,380,614	973,324	41%				251,000	52,190	21%
Academic Support	1,566,451	728,080	46%				500	-	0%
Student Support	3,449,461	732,048	21%				831,500	1,331,629	160%
Plant Operations & Maint.				2,791,199	1,256,798	45%			
Proprietary / Other							977,214	641,871	66%
Student Aid							3,791,618	2,203,242	58%
Capital Outlay (excluding Capital Improvements)	696,999	249,578	36%						
Total Budgeted Expenditures	19,182,088	8,230,288	10,951,800	3,060,382	1,490,668	1,569,714	6,704,572	4,596,055	2,108,517
		42.9%	57.1%		48.7%	51.3%		68.6%	31.4%
ADDITIONAL FUNDING DESIGNATED FOR APPROVED PROJECTS									
Customized Training Projects	48,644								
Apprenticeship/NC reversion	(25,948)								
Perkins Carryforward	25,273								
Hurricane Relief	1,858,771								
Enrollment Growth	417,884								
Total Other	2,324,624								
For Year Ending June 30, 2025									
Total College Budget							\$ 28,947,042		
Total Expenditures							\$ 14,317,011	49.5%	
Fund Balance: County Funds									
Fund Balance, Beginning July 1, 2024								648,692	
Current Operating Cash								47,945	
Current Fund Balance								696,636	
									23%

Western Piedmont Community College County Expenditures by Category FY 2025 - Actual Expenditures - July 1, 2024 thru December 31, 2024

Salaries & Benefits	428,842	28.8%
Services	293,114	19.7%
Repairs & Maintenance	197,202	13.2%
Supplies	34,919	2.3%
Insurance	166,498	11.2%
Utilities	278,063	18.7%
Transfers	21,202	1.4%
Travel, Other, Rent/Lease	70,828	4.8%
	<u>1,490,668</u>	<u>100%</u>



Ms. Hoilman informed the Board that the campus experienced minimal damage from Hurricane Helene. The most significant impact was on the Alpine Tower, which was destroyed. WPCC is currently in the process of planning its reconstruction. The current Emergency Services Training Center did experience some flooding. They are working with their insurance provider and FEMA to secure funding, primarily to rebuild the Alpine Tower and support other related recovery efforts. As for the new Emergency Services Training Center, construction is currently underway and is expected to be completed by May 2026.

Ms. Hoilman highlighted two (2) major initiatives underway at the college. Beginning in Fall 2025, the majority of WPCC courses will shift to 8-week sessions. This change is not intended to increase students' course loads but to allow them to focus on fewer classes at a time in an effort to bolster student success. In response to recent staff retirements and ongoing feedback from students and employers, WPCC is transitioning to a "Wooden College" model. This will merge continuing education and curriculum programs to better align with the growing demand for short-term workforce development. The goal is to provide students with clear pathways from short-term training into credentialed curriculum programs, offering more flexibility and services to meet their needs.

Chairman Brittain opened the floor for questions or comments. In response to a question from Chairman Brittain, Ms. Hoilman explained there was no damage to the new Emergency Services Training Center site. There being no further discussion, this item was moved without objection to the following meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

CM – APPROVAL OF BUDGET AMENDMENT NO. 10 - \$11,630

Brian Epley, County Manager, stated that Burke County has received a grant from the Department of Health and Human Services for \$11,630 to be used to improve performance management.

BUDGET AMENDMENT NO. 10			
REVENUES			
<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>INCREASE</u>	<u>DECREASE</u>
100-50000-01-439123	AA 123 Revenues	\$11,630	
EXPENSES			
<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>INCREASE</u>	<u>DECREASE</u>
100-50000-10-433496	AA 123 Expenses	\$11,630	
Purpose: Recognize additional funding from various sources.			
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: \$11,630 utilization of grant funding. This funding will be utilized to send staff to a LEAN performance evaluation and improvement training.

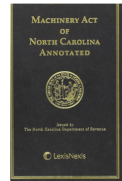
Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the following meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

ITEMS FOR DECISION

TAX - PERSONAL PROPERTY TAX AUDIT, PRESENT USE VALUE AUDIT, AND TAX FORECLOSURE POLICIES

The following three (3) items were presented together in a single, consolidated presentation covering all three (3) policies. The combined presentation was delivered by County Manager Brian Epley, the highlights of which were as follows:

FY 2025-2026 Tax Policy Administration County Commissioner Discussion Improving Lives in Burke County SERVICE SUPPORT ENHANCEMENT	WHAT IS HIGH PERFORMANCE..... 
Discussion Topics... 1. N.C. Machinery Act & Components of County's Tax Base 2. Consideration of Standard Operating Procedures: 1. Business Personal Property Tax Listings Reviews 2. Present Use Valuation and Review 3. Tax Foreclosure Process Policy 3. Questions & Feedback	§ 105-271. Official title. This Subchapter may be cited as the Machinery Act. (1939, c. 310, s. 1; 1971, c. 806, s. 1.) <u>Purpose</u> • To ensure that property is listed, appraised, and assessed consistently across the state • To allow counties and municipalities to levy and collect taxes on property 

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BURKE COUNTY BUDGET		
FOR THE YEAR ENDED JUNE 30, 2025		
REVENUE ANALYSIS		
	<u>2023-2024 Original Budget</u>	<u>2024-2025 – Original Budget</u>
Original Levy Total Tax Valuation	-	-
Real	\$ 8,617,855,095 .	\$ 8,677,137,398 .
Personal & State Board	\$ 1,203,505,744 .	\$ 1,256,361,326 .
Motor Vehicles	\$ 911,069,360 .	\$ 920,276,363 .
	\$ 10,732,430,199 .	\$ 10,853,775,087 .

- What is Business Personal Property?
Business Personal Property consists of items that are used in the course of conducting business. It includes the following: machinery and equipment, office furniture, fixtures, computer equipment, leasehold improvements, construction in progress (CIP), spare parts, supplies, untagged vehicles, multi-year / permanent tagged trailers, IRP plated vehicles, watercraft, aircraft, mobile homes, and office trailers. Information on leased property must also be provided.
- How is Business Personal Property assessed?
The taxpayer provides the original purchase price of each item as well as the year in which it was purchased. Using this information, Tax office staff then applies depreciation factors made available by the NC Department of Revenue to the items.
- Business Personal Property listings are due during the month of January. If not filed by January 31 due date, a 10% late listing penalty will be assessed according to NC General Statutes.

WHEREAS, N.C.G.S. § 105-296 charges the Burke County tax assessor with the “general charge of the listing appraisal, and assessment of all property in the account in accordance with the provisions of law”;

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Present Use Value

PUV is a deferred tax program designed to allow commercial agriculture, horticulture, and forestry professionals to operate their farming business without the full burden of property taxes.

For land to qualify for PUV, there are generally four requirements:

1. Ownership: only certain ownership situations can qualify
2. Size: there is a minimum amount of acreage required to be in production
3. Income: the property must produce a minimum amount of income, usually from the sale of farmed products (does not apply to forest land)
4. Sound Management: there are management requirements for each type of use

Present Use Value

Horticulture Requirements

Production of fruits, vegetables, and plants.

- 5 acres minimum.
- \$1,000 gross average income for 3 years before the application date (receipts or Schedule F required are to be submitted with the application).
- Must have owned the land for at least 4 years or a qualifying relative.

Agriculture Requirements

Production of field crops and animals.

- 10 acres minimum.
- \$1,000 gross average income for 3 years before the application date (receipts or Schedule F must be submitted with the application).
- Must have owned the land for at least 4 years or a qualifying relative.

Forestry Requirements

Commercial growing of trees for timber harvest.

- 20 acres minimum.
- An active forestry management plan must be in place by January 1 of the application year.
- The owner or a qualifying relative must have owned the land for 4 years or live on the property as of January 1 of the application year.

Present Use Value

WHEREAS, N.C.G.S. § 105-296(j) requires that the Tax Assessor “must annually review at least one-eighth of the parcels in the county classified for taxation at present-use value to verify that these parcels qualify for the classification”;

NOW THEREFORE, the County and the Tax Assessor adopt the following policy concerning

1. Every parcel that is classified for taxation at present-use value must be reviewed at least once every four years to determine that the parcel qualifies for the classification. Said review shall comply with the provisions of N.C.G.S. § 105-296(j).
2. Every parcel that is exempted or excluded from taxation shall be reviewed at least once every four years to verify that the parcel qualifies for the exemption or exclusion. Said review shall comply with the provisions of N.C.G.S. § 105-296(l).
3. The provisions of this policy shall be severable. To the extent this policy conflicts with any law, the law shall control, but only to the extent of the conflict.

	Proposed Tax Foreclosure Policy WHEREAS, Chapter 105 Article 26 of the Machinery Act provides for the collection and foreclosure of taxes; and Properties will be considered for foreclosure once real property taxes owed on the property are delinquent for one (1) year and exceed \$500.00. Methods other than foreclosure, such as liens, will be used to recover real property prior to the passage of one (1) year or less than \$500.00. Prior to initiating a foreclosure or referring a matter to an attorney for the County for foreclosure, the County will send a “final warning letter” and “pre-foreclosure notice” to the owner(s) of the property in question. This letter will be sent by both first-class mail and certified mail to the owner(s) of the property that are on file with the County tax office. The taxpayer will have twenty (20) days to respond
	Proposed Tax Foreclosure Policy WHEREAS, Chapter 105 Article 26 of the Machinery Act provides for the collection and foreclosure of taxes; and 1. Prior to initiating a foreclosure or referring a matter to an attorney for the County for foreclosure, the County will take the following pre-foreclosure actions: a. First Action: Garnishment/Bank attachment will be the first action taken. This action will take place after 60 days of the tax becoming due. a. Second Action: Employment wage garnishment. This action will take place 90 days after the tax becomes due. a. Third Action: North Carolina Department of Revenue Debt Set-Off Process. This action will take place 90 days after the tax becomes due.
	Items for Commissioner Direction 1. Draft Business Personal Property Review Process 2. Draft Present Use Valuation Review Process 3. Draft Tax Foreclosure Review Process

Chairman Brittain opened the floor for questions or comments. Chairman Brittain inquired how many taxpayers have a listing greater than \$50,000, but Mr. Epley did not have those numbers offhand. In response to a follow-up question from Chairman Brittain, Mr. Epley explained that while there is no statutory requirement specifically guiding business property audits; however,

there is a statutory requirement for audits related to Present Use Value (PUV) properties. The law mandates that properties in the PUV program be audited every eight (8) years to ensure they remain in active use. Mr. Epley noted that the County currently conducts these reviews every four (4) years due to a three-year lookback provision. Further, he explained that the original proposal for an eight-year business audit cycle was based on the statutory requirement for PUV. This time frame helps avoid overburdening staff or taxpayers, particularly since the audit process involves working with independent firms and submitting detailed documentation.

Chairman Brittain asked about the average lifespan of businesses in Burke County, particularly whether more than half remain operational for at least eight (8) years. Mr. Epley responded that business longevity varies widely based on numerous factors but offered to provide data at the Board's regular meeting. Commissioner Stroud asked about potential education and outreach efforts to help ensure compliance. Mr. Epley suggested implementing a grace period or soft launch strategy to help ease the transition and educate businesses. In response to a question from Vice Chairman Smith, Mr. Epley addressed the differences between PUV tax credits and those associated with the USDA's Conservation Reserve Program.

Regarding excessive legal fees, Commissioner Barrier followed up with concerns raised by constituents who had received letters from the Kania Law Firm. Mr. Epley responded that establishing a formalized standard operating procedure, such as those currently being proposed, would likely have led to better outcomes and reduced legal expenses. Chairman Brittain proposed shortening the audit cycle or proactively engaging with newly established businesses. However, Mr. Epley noted that such an approach presents logistical challenges. There being nothing further, these three (3) items were moved, without objection, to the following meeting.

RESULT: THE THREE (3) ITEMS WERE MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

CM – APPROVAL BUDGET AMENDMENT NO. 10 - \$849,691

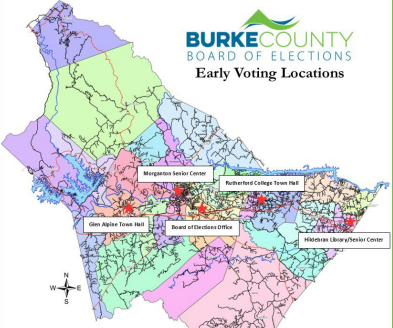
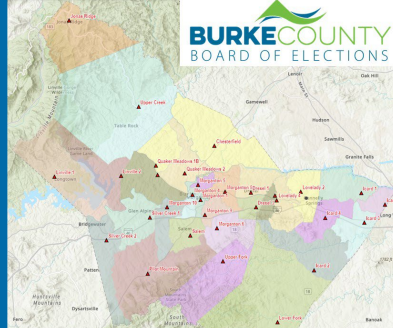
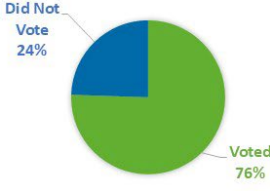
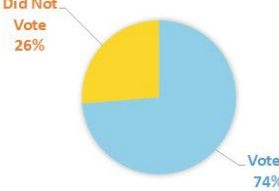
RESULT: REMOVED FROM THE AGENDA.

REPORTS AND COMMENTS

ELECTIONS – DEPARTMENTAL UPDATE

Kenny Rhyne, Elections Director, provided a departmental update as follows:

	Board of Elections Members & Meetings  ➤ L.H. Kirksey - Chair ➤ Sandi Walker - Secretary ➤ Linda Walker - Member ➤ Anthony Iovino - Member ➤ Beverly Carlton - Member ➤ The Board of Elections meets every 2nd Tuesday of the month at the Elections Office on S. Sterling Street. ➤ Email: Burke.BOE@BurkeNC.org
---	--

Board of Elections Staff ➤ Director - Kenny Rhyne ➤ Deputy Director - Dustin Wise ➤ Election Specialist I - Amy Moore ➤ Election Specialist III - Trent Price ➤ 3 part-time office staff when needed	Board of Elections Election Workers ➤ 40 early voting workers ➤ 161 election day poll workers ❖ including 41 first-time poll workers ➤ 4 high school students  APPLY TODAY TO BECOME A POLL WORKER! 												
FIVE (5)  BURKECOUNTY BOARD OF ELECTIONS Early Voting Locations SITES	31 VOTING  BURKECOUNTY BOARD OF ELECTIONS SITES SCAN FOR A LIST OF POLLING PLACES 												
2024 Election Voter Turnout  BURKE COUNTY REGISTERED VOTER TURNOUT  <table border="1" style="margin-top: 10px; width: 100%;"> <thead> <tr> <th>Category</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Voted</td> <td>76%</td> </tr> <tr> <td>Did Not Vote</td> <td>24%</td> </tr> </tbody> </table> NORTH CAROLINA REGISTERED VOTER TURNOUT  <table border="1" style="margin-top: 10px; width: 100%;"> <thead> <tr> <th>Category</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Voted</td> <td>74%</td> </tr> <tr> <td>Did Not Vote</td> <td>26%</td> </tr> </tbody> </table> ➤ Burke Co. has a 75.91% turnout which is slightly higher than the entire state's turnout of 73.73%		Category	Percentage	Voted	76%	Did Not Vote	24%	Category	Percentage	Voted	74%	Did Not Vote	26%
Category	Percentage												
Voted	76%												
Did Not Vote	24%												
Category	Percentage												
Voted	74%												
Did Not Vote	26%												

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Voter Affiliation

February 1, 2025, Voter Data



Burke County Voter Affiliation

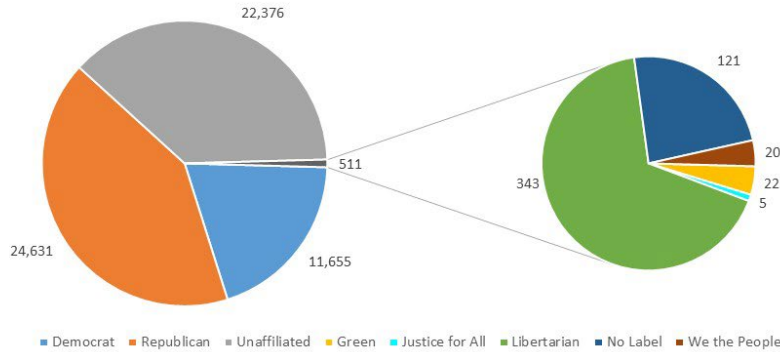


PHOTO: THE PAPER



PHOTO: THE PAPER



PHOTO: THE PAPER

Poll Workers

Inaugural Appreciation Celebration



Approximately 90 people attended the first poll worker appreciation celebration.



12

Voter Registration



To register or make changes to your voter registration, voters can visit the Board of Elections office, visit ncsbe.gov/registering/how-register or scan the QR code below.



13

Voter ID in NC



- November 2024 was the 4th election with new voter ID rules in place.
- The Board of Elections Office can issue photo IDs to any registered voter. So far, 131 photo IDs have been issued in 2024.



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Board of Elections

Department Highlights

- There are 59,183 registered voters as of February 1, 2025.
- In January of 2025, NCOA mailing was sent, including 4,994 voter registration cards to update addresses and maintain accurate voter records.
- Weekly List Maintenance conducted: including removal of ineligible voters due to deaths, felony convictions, NVRA survey reports, duplicate registrations, and out-of-state cancellations to ensure accurate voter records.
- Burke BOE staff will attend the NCADE conference in Durham in March of 2025.

Board of Elections

2025 Election Season

- 2025 Municipal Candidate Filing Period: July 7th 8:00 a.m. - July 18th 12:00 p.m.
- Municipalities Filing: Connelly Springs, Drexel, Glen Alpine, Hickory, Long View, Morganton, Rhodhiss, and Valdese
- Election Day: November 4, 2025

Board of Elections

Looking Ahead: 2026 Election

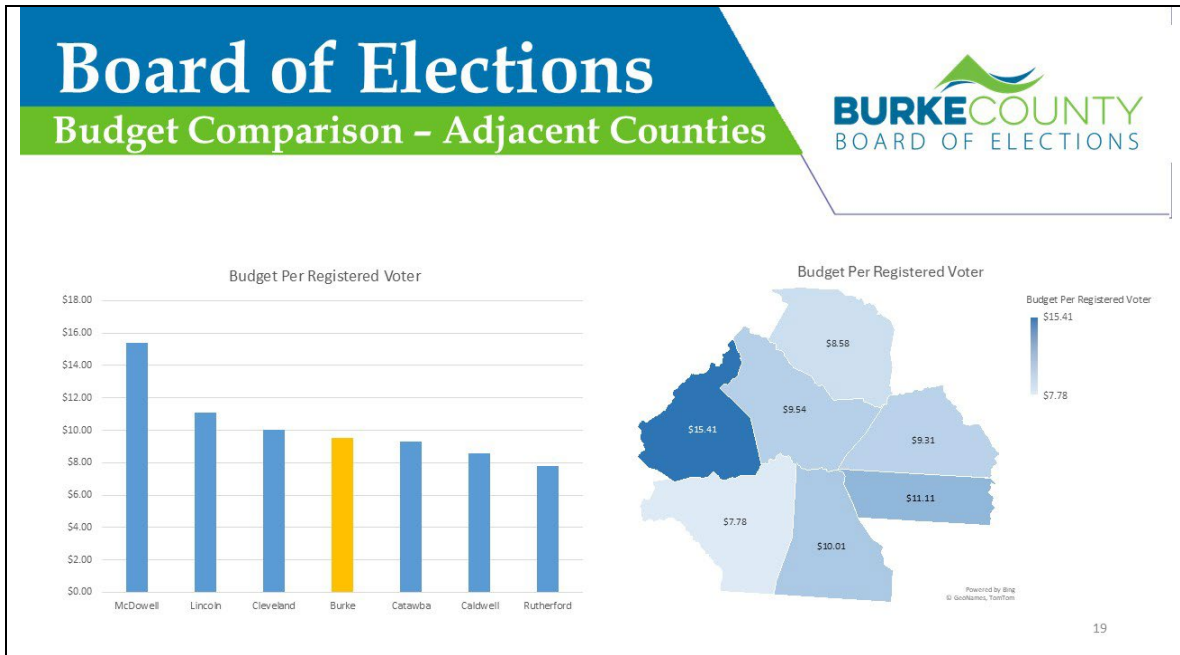
- Candidate filing for the March 2026 primary is December 1, 2025 - December 19, 2025
- Primary Election Day: March 3, 2026
- General Election Day: November 3, 2026

BUDGET (FY 2024-2025)

✓ SALARIES FULL TIME.....	217,260.00
✓ SALARIES BOARD.....	17,908.00
✓ INSURANCE GROUP.....	42,768.00
✓ SOCIAL SECURITY TAX.....	14,580.00
✓ MEDICARE TAX.....	3,410.00
✓ RETIREMENT.....	29,656.00
✓ 401K.....	10,863.00
✓ WASTE DISPOSAL.....	900.00
✓ M&R EQUIPMENT.....	50,000.00
✓ TELEPHONE.....	750.00
✓ PRINTING.....	6,000.00
✓ STAFF TRAVEL.....	12,000.00
✓ LICENSES AND DUES.....	315.00
✓ OFFICE SUPPLIES.....	12,000.00
✓ PROGRAM SUPPLIES.....	6,000.00
✓ SUBSCRIPTIONS.....	300.00
✓ POSTAGE.....	8,500.00
✓ SALARIES ELECTION WORKERS.....	87,929.00
✓ SOCIAL SECURITY TAX.....	5,452.00
✓ MEDICARE TAX.....	1,275.00
✓ TECHNOLOGY.....	15,000.00
✓ RENTAL BUILDING.....	2,000.00
✓ ADVERTISING.....	3,000.00
✓ PRINTING.....	17,000.00
TOTAL.....	564,866.00

This calculates to an average of \$6.39 per person or \$9.54 per registered voter.

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MARCH 17, 2025, AT 6:00 P.M.

DSS - MONTHLY OPERATIONAL REPORT

Korey Fisher-Wellman, DSS Director, presented a monthly operational report as follows:

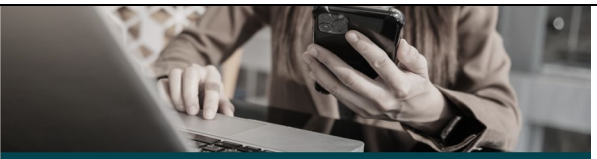
March 3, 2025


SOCIAL SERVICES

DIRECTOR'S MONTHLY REPORT

Presented by Korey Fisher-Wellman



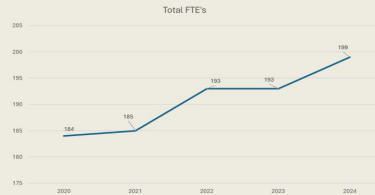


PERSONNEL

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THE BURKE COUNTY DEPARTMENT OF SOCIAL SERVICES HAS AN FTE ALLOCATION OF 199 POSITIONS. THIS HAS GROWN SUBSTANTIALLY OVER THE PAST FIVE (5) YEARS – SPECIFICALLY FOLLOWING A STAFFING ANALYSIS IN 2019. ADDITIONALLY, WE ADDED SIX (6) FTEs IN 2023 FOLLOWING THE APPROVAL OF MEDICAID EXPANSION IN DECEMBER 2023.



THE DEPARTMENT HAS FIFTEEN (15) PART TIME STAFF WHICH INCLUDE: ONE (1) INCOME MAINTENANCE CASEWORKER, ONE (1) FOSTER CARE SOCIAL WORKER, ONE (1) CPS SOCIAL WORKER, TWO (2) CPS CLERICAL STAFF, AND TEN (10) AFTER HOURS SUPPORT SPECIALIST.

Current Open Positions:

Position Title	Position #:	Status
IMC II	51653	
IMC II	52044	
IMC II	51395	
IMC II	51767	
IMC III	51786	
IMC III	51384	
IMC III	52002	
IMC III Leadworker	52045	
IMC III Leadworker	51901	
IMS II	52046	
Social Worker III	51467	Conditional Offer
Social Worker III	52013	Interviews
Social Worker IAT	51777	Interviews
Social Worker IAT	51905	Interviews
Social Worker IAT	51442	Interviews
Social Worker IAT	51443	
Social Worker IAT	51435	
Social Worker IAT	51444	
Foster Care Supervisor	51422	Conditional Offer
CPS Supervisor	51908	
PT Social Worker II	52064	
PT Social Worker IAT	52095	Conditional Offer
PT Social Worker IAT	52096	Conditional Offer
PT Social Worker IAT	52097	Interviews
PT Social Worker IAT	52098	

Hirings and Separations Report January 2025

• Separations:

- Total = 7
- Voluntary Resignation = 6
- Termination = 1

Number of Hirings:

- Total = 5
- Social Worker IA&T = 3
- Social Worker III= 1
- Part-Time Social Worker IA&T = 1

FOSTER PARENT RECRUITMENT

Current Statistics

Licensed Homes

- **Total Licensed Homes:** 17
 - **Lost Homes:** 3 (1 due to employment with agency, 2 did not relicense)

Placement Statistics

- **Families with Placement:** 12 out of 17 licensed homes
 - **Families at Full Capacity:** 9 (No open beds available)
- **Families Without Placement:** 5
 - **Reasons:** Respite families or life changes (e.g., new baby, adoption, marriage, etc.) requiring an adjustment period before accepting placements.
- **Total Open Beds:** 10 out of 39 beds available
- **Families Interested in Relicensing:** 2



Want to know more about how you can help?

Informational meetings every second Monday of the month!

Ask me for more information!

Foster Parent Training

Current Foster Parent Classes (As of Feb. 24th we are on week 3 of 10) – 5 Additional families

- **Currently in Model Approach to Partnerships in Parenting (MAPP) Class:** 4 families
- **Currently in One-on-One Deciding Together (DT) Class:** 1 family

MAPP is typically offered three times a year (Winter, Spring/Summer, Fall). DT is offered throughout the year. Currently, there are 2 additional families on the DT waitlist but have not started for various reasons.

Interested in Foster Parenting?

Are you a US citizen? Are you at least 21 years old with a stable home and income? Do you have less than five children under the age of 18 in your home? Are you willing to complete background checks and necessary trainings? Don't know where to start? Look no further!

Areas of need

- Spanish speaking families
- Families for sibling groups
- Families for teens and young adults.

If you would like to find out more, please join our informational meetings. Contact below to gain access to the link. Call, text, or email.

To gain access to the meeting contact:

Kayla Ross 828-430-6447
kayla.ross@burkenc.org

Informational Meetings

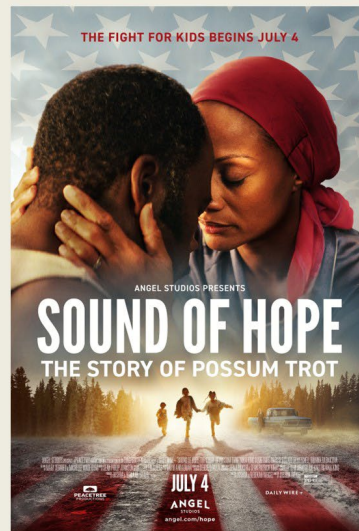
Every second Monday of the month via zoom at 6:30 pm.

Flyer placed by:

Recruitment Efforts

Recruitment & Retention

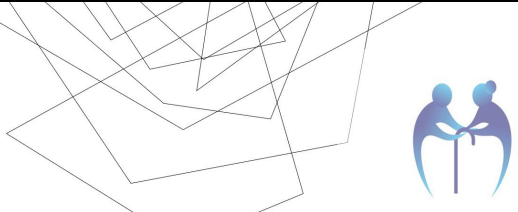
- Recruitment Events Held on 1/25/26 (movie night) and 1/26/25 (panel night) at El Bethel Baptist Church in Morganton.
- New names and numbers were gathered from this one event. These are added to our Burke Co Recruitment Newsletter list.
- Current efforts include partnering with local churches to show the *Sound of Hope* movie.
- In 2024 Burke DSS, GAL office, DJJ, Fostering Hope, Burke CAC, and Big House Family Ministries partnered to create a monthly Burke County Recruitment meeting to plan events, meet the needs of our children in care and expose the community to the needs of foster care.
- A recruitment event in conjunction with Summit Church and New Day Church will be held in Spring 2025.
- Diligent Recruitment and Retention Planning (DRRP) is being integrated into monthly Foster care staff meetings to enhance involvement and input.



QUESTIONS

Chairman Brittain opened the floor for questions or comments. Mr. Fisher-Wellman responded to an inquiry from Commissioner Barrier regarding the new North Carolina Secretary of the

Department of Health and Human Services (DHHS), who recently visited the Burke County community. Afterwards, Brett Porter, Social Work Supervisor III, and Cynthia Potter, Social Work Supervisor III, gave a joint presentation on the Department of Social Services' (DSS) Adult Protective Services unit as follows:

 ADULT SERVICES - BURKE COUNTY DSS	ADULT SERVICES IS COMPRISED OF 6 DISTINCT UNITS
THOSE UNITS ARE: - CAP - SA-IN HOME - ADULT HOME SPECIALISTS - IN-HOME AIDE - APS - GUARDIANSHIP	 CAP- COMMUNITY ALTERNATIVES PROGRAM
What is CAP/DA? CAP/DA is a Medicaid Home and Community-Based Services (HCBS) program authorized under section 1915(c) of the Social Security Act and complies with 42 CFR § 440.180, Home and Community-Based Waiver Services. The waiver program provides a cost-effective alternative to institutionalization for a Medicaid beneficiary who is medically fragile and at risk for institutionalization if home and community-based services approved in the CAP/DA waiver were not available. CAP/DA services allow the beneficiary to remain in or return to a home and community-based setting by supplementing, rather than replacing, the formal and informal services and supports already available to an approved Medicaid beneficiary. Who is eligible for CAP/DA? •A disabled adult 18 years old and older. •An individual who is determined to require a level of institutional care under the State Medicaid Plan. •An individual who needs at least one or more CAP/DA home and community-based service based on a reasonable indication of need assessment that must be coordinated by a CAP/DA case manager. •An individual eligible for Long-Term Care Medicaid 	

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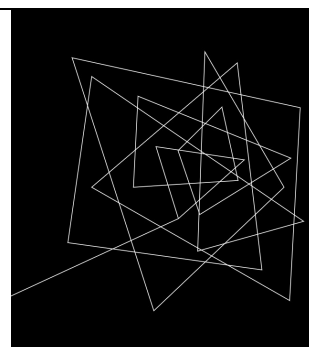


Community Alternatives Program

CAP has five (5) Social Workers and is currently serving 151 beneficiaries. There is the ability to serve about 188 beneficiaries and the CAP unit is waiting for additional beneficiaries to be assigned by the State. There are multiple CAP referrals taken weekly.

What Home and Community-Based services are approved in the CAP/DA waiver?

- Adult day health
- CAP In-home aide 1
- CAP In-home aide 2
- Equipment, modification and technology
- Meal preparation and delivery
- Respite services - Institutional respite and In-Home Aide respite
- Personal Emergency Response Services (PERS)
- Specialized medical supplies
- Goods and services – Participant, individual-directed, pest eradication, nutritional services, non-medical transportation and chore services - declutter and garbage disposal
- Community transition
- Community integration
- Training, education and consultative
- Coordinated caregiving
- Case management – case management and care advisement
- Personal assistance
- Financial management
- Consumer-directed services



**HOW TO MAKE
A CAP/DA
REFERRAL:**

CONTACT CINDY POTTER
AT BURKE CO. DSS-
828-764-9660

A REFERRAL MAY ALSO BE
MADE BY CALLING 833-522-
5429 OR FAXING THE
COMPLETED REFERRAL
FORM TO 833-470-0597.



**SPECIAL
ASSISTANCE
IN-HOME**

SPECIAL ASSISTANCE IN-HOME

SA In-Home is currently serving 50 adults and this number is increasing weekly. This program is considered an entitlement program and there is no limit on the amount of people that can be served.

There is currently one (1) Social Worker that is assigned to SA In-Home who carries 44 cases. Due to the large caseload, the AHS Social Worker now must carry six (6) cases.

The State/County Special Assistance In-Home Program for Adults (SAIH) provides a cash supplement to low-income individuals who are at risk of entering a residential facility. SAIH provides additional support services and income to individuals who would prefer to live at home.

Case managers at the county departments of social services conduct comprehensive assessments to identify how certain factors would affect an individual's ability to live at home.

Primary factors include:

- The functional status of the client and the need for care and services
- Availability of family, friends, and neighbors to provide care and services
- Availability and access to care and services from agencies and other formal service providers
- Ability to pay for housing
- Availability of affordable and safe housing

The services assessment is needed to determine whether an applicant/recipient could remain safely at home, and what services would be needed to ensure that the applicant's needs are met.

The case managers work directly with the recipients, families and other caregivers to develop a care plan that enables the recipient to live at home.

**State recommended case load size is 25-30
for this program.**

 HOW TO MAKE AN SA IN-HOME REFERRAL: CONTACT LONG-TERM CARE MEDICAID AT BURKE CO. DSS AT 828-764-9600	ADULT HOME SPECIALISTS 
THE PURPOSE OF ADULT HOME SPECIALISTS IS TO MONITOR AND INVESTIGATE COMPLAINTS AT ASSISTED LIVING FACILITIES IN BURKE COUNTY. THE ADULT HOME SPECIALISTS ASSIST THE STATE WITH ANNUAL SURVEYS AND PROVIDE CONSULTATION TO THE FACILITIES. THEY ALSO ASSIST WITH PLACEMENT SERVICES WHEN NEEDED. There are 12 Family Care Homes and six (6) Adult Care Homes in Burke County. Family Care Homes are six (6) residents or less and Adult Care Homes are more than six (6) residents. There are currently two (2) AHS that monitor these facilities as well as the Adult Day Care. These two (2) Social Workers also carry Guardianship Cases and SA In-Home Cases. 	
 A FACILITY COMPLAINT MAY BE MADE BY CALLING THE APS INTAKE LINE AT 828-764-9690 OR DIRECTLY TO THE STATE AT 1-800-624-3004 (WITHIN N.C.) OR 919-855-4500	 ADULT PROTECTIVE SERVICES

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WHAT IS ADULT PROTECTIVE SERVICES (APS)?

ADULTS WITH DISABILITIES MAY BE VULNERABLE TO ABUSE, NEGLECT, AND EXPLOITATION. COUNTY DEPARTMENTS OF SOCIAL SERVICES RECEIVE AND EVALUATE REPORTS TO DETERMINE WHETHER DISABLED ADULTS ARE IN NEED OF PROTECTIVE SERVICES.

County agencies protect adults by:

- Receiving reports and evaluating the need for protective services.
- Planning with the disabled adult, family or caregiver to identify and prevent abuse, neglect or exploitation.
- Reporting evidence of mistreatment to the District Attorney and various regulatory agencies.
- Initiating court action as necessary to protect the adult.
- Mobilizing essential services on behalf of the disabled adult.

Disabled adults reported to be abused, neglected or exploited and in need of protective services are eligible to receive this service regardless of income.

There are three (3) Social Workers who work primarily in APS as well as carrying some Guardianship Cases.

Burke Co. DSS takes an average of 31 APS reports monthly. If screened in, the Social Worker has 30 (abuse or neglect) or 45 (exploitation) days to complete the evaluation and make a case decision which could involve providing services for the Adult.

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AN ADULT PROTECTIVE SERVICES REPORT CAN BE MADE 24/7 BY CALLING THE ADULT SERVICES INTAKE LINE AT 828-764-9690. ADULT SERVICES SOCIAL WORKERS AND SUPERVISORS ARE ON-CALL 24/7 TO SCREEN AND INVESTIGATE REPORTS

GUARDIANSHIP

WHAT ARE GUARDIANSHIP SERVICES?

GUARDIANSHIP SERVICES ARE PROVIDED TO INDIVIDUALS WHO ARE ALLEGED TO BE INCOMPETENT OR ADJUDICATED INCOMPETENT BY THE COURT. FOR ADULTS WHO HAVE BEEN ADJUDICATED INCOMPETENT BY THE COURT, DIRECTORS OR ASSISTANT DIRECTORS OF LOCAL DEPARTMENTS OF SOCIAL SERVICES OFTEN SERVE AS GUARDIANS.

Services Include:

- Assessing an individual's need for guardianship
- Locating the appropriate person(s) to serve as Guardian(s)
- Petitioning or assisting the individual's family for the adjudication of incompetence and the appointment of a Guardian
- Ongoing casework when the agency Director or Assistant Director has been appointed as Guardian

Responsibilities of the Guardian Include:

- Making decisions about where the individual will live
- Authorizing medical treatment and managing the individual's finances
- Filing status reports and accountings with the court

DSS is the Guardian of last resort, meaning all other possibilities of others that may be willing, able and/or responsible to serve as Guardian have been explored.

**BURKE CO. DSS
CURRENTLY HAS 58
ADULTS UNDER
GUARDIANSHIP AND
17 CONTRACTED
WITH HOPE FOR
THE FUTURE.**

There are two (2) primary Guardianship Social Workers with other Social Workers carrying Guardianship cases as well.

Guardianship Referrals come through the Court System, APS reports, or through Guardianship Referrals made directly to DSS.

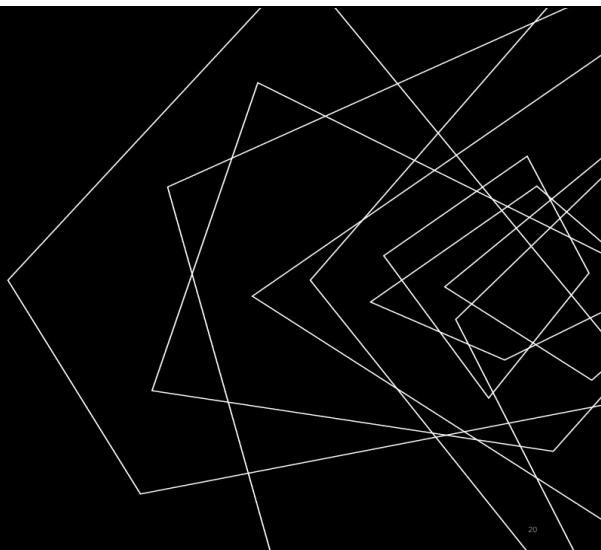
Anyone can make a referral by filing a petition with the Clerk of Court for someone that they feel needs a Guardian. They can name themselves or DSS as the potential Guardian.

Also, referrals can be made by calling the APS Intake line at **828-764-9690** and making a Guardianship Referral.



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In-Home Aide Program



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WHAT ARE IN-HOME AIDE SERVICES?

IN-HOME AIDE SERVICES HELP INDIVIDUALS WHO HAVE FUNCTIONAL, PHYSICAL OR MENTAL IMPAIRMENTS ACCOMPLISH THEIR DAILY ACTIVITIES. INDIVIDUALS MAY REQUIRE BOTH PERSONAL CARE (E.G. BATHING, DRESSING, FEEDING) AND HOME MANAGEMENT (E.G. COOKING, CLEANING) ASSISTANCE TO BE ABLE TO REMAIN SAFELY IN THEIR HOME SETTINGS

Burke Co. DSS maintains the In-Home Aide Level I Program which is supported by the Home and Community Block Grant.

Level I – Home Management assists with basic home management tasks, such as housekeeping, cooking, shopping, and bill paying. Individuals are self-directing and medically stable.

This service is appropriate for individuals whose needs can be met safely in the home by family members and other informal caregivers, with support from scheduled visits from specially trained in-home aides.

This service **does not** provide enough assistance to replace facility-based services for individuals who require ongoing care, supervision, or monitoring by a nurse or other healthcare professionals.



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CURRENTLY, THE IHA PROGRAM ASSISTS 13 INDIVIDUALS AND IS MANAGED BY ONE (1) SOCIAL WORKER AND ONE (1) COMMUNITY SERVICES AIDE

Referrals can be made by calling the APS Intake line at 828-764-9690 and requesting to make a Service Referral



Chairman Brittain opened the floor for questions or comments. Ms. Potter responded to a question about program eligibility from Chairman Brittain. There being no further discussion, Chairman Brittain opened the floor for a motion.

Motion: To accept the report as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Brian Barrier, Commissioner
AYES:	Jeffrey C. Brittain, Phil Smith, Brian Barrier, and Mike Stroud
ABSENT:	Randy Burns

OTHER DISCUSSION ITEMS

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 meetings. He also invited youth groups to sign up to lead the Pledge of Allegiance at Commissioners' meetings, encouraged citizens to spay or neuter their pets, as well as cover their loads when transporting waste to the landfill.

ACTION ITEMS - NONE

ADJOURN

Motion: To adjourn the meeting at 5:03 p.m.

RESULT: APPROVED [UNANIMOUS]

MOVER: Mike Stroud, Commissioner

AYES: Jeffrey C. Brittain, Phil Smith, Brian Barrier, and Mike Stroud

ABSENT: Randy Burns

Approved this 19th day of May 2025.



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

Attest:



Kay Honeycutt Draughn, CMC, NCMSC
Clerk to the Board