



**BURKE COUNTY  
BOARD OF COMMISSIONERS  
PRE-AGENDA MEETING  
COMMISSIONERS' MEETING ROOM  
110 N. GREEN STREET, MORGANTON  
YOUTUBE: [BURKECOUNTYNC](#)  
MONDAY, DECEMBER 1, 2025  
3:00 P.M.**

Note: The pre-agenda meeting will serve as a review of items scheduled to be considered during the upcoming regular meeting, with the exception of items listed under "Action Items."

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**1. CALL TO ORDER**

**2. APPROVAL OF AGENDA**

**3. ORGANIZATION OF THE BOARD**

1. BOC - Election of Chairman for 2026 (Place Holder) - Presented by Jeff Brittain, Chairman
2. BOC - Election of Vice Chairman for 2026 (Place Holder) - Presented by Jeff Brittain, Chairman

**4. PRESENTATIONS**

1. ROD - Departmental Update (Place Holder) - Presented by Stephanie Norman, Register of Deeds
2. CM - Single Source Foster Care Support Presentation (Place Holder) - Presented by Brian Epley, County Manager, or Korey Fisher-Wellman, DSS Director

**5. SCHEDULED PUBLIC HEARINGS**

**6. CONSENT AGENDA**

1. BOC - Consideration of the 2026 Rules of Procedure - Presented by Jeff Brittain, Chairman
2. BOC - Adoption of a Resolution Establishing the 2026 Meeting Schedule - Presented by Jeff Brittain, Chairman
3. BOC - 2026 Commission Appointments - Presented by Jeff Brittain, Chairman
4. Am250 - Resolution of Support for America's 250<sup>th</sup> Birthday - Presented by Ed Phillips, Chairman, America 250 NC Committee

5. Clerk - Appointments or Reappointments to the Tourism Development Authority - Presented by Kay Draughn, Clerk to the Board
6. Clerk - Resolution to Accept Donation of Desk Cubicles from WPCOG - Presented by Kay Draughn, Clerk to the Board
7. CM - Budget Amendment No. 6 - \$136,000 - Presented by Brian Epley, County Manager
8. CM - Authorization to Sell Surplus Property on GovDeals - Presented by Brian Epley, County Manager
9. OAC / CM - Authorization to Use Opioid Litigation Settlement Funds to Expand PORT Team - \$8,125 - Presented by Katie Samuels, Opioid Settlement Coordinator

**7. ITEMS FOR DECISION**

1. CM - Ord. Amending Chapter 6, Animals, Burke Co. Code (Place Holder) - Presented by Brian Epley, County Manager
2. Clerk - Appointment to the Board of Adjustment - Presented by Kay Draughn, Clerk to the Board
3. Clerk - Appointment or Reappointment to the Board of Equalization & Review - Presented by Kay Draughn, Clerk to the Board
4. Clerk - Appointments or Reappointments to the Public Health Advisory Board - Presented by Kay Draughn, Clerk to the Board
5. Tax - Tax Collection Report for Period Ending November 30, 2025 (Place Holder) - Presented by John Bridgers, Tax Administrator
6. Tax - Tax Release and Refund Report for Period Ending November 30, 2025 (Place Holder) - Presented by John Bridgers, Tax Administrator

**8. REPORTS AND COMMENTS**

**9. OTHER DISCUSSION ITEMS**

**10. ACTION ITEMS**

1. DSS - Departmental Update for October 2025 - Presented by Korey Fisher-Wellman, DSS Director
2. BOC - Annual Examination of Bonds - Presented by Jeff Brittain, Chairman

**11. ADJOURN**

In accordance with ADA regulations, persons in need of an accommodation to participate in the meeting should notify the County Manager's office at 828-764-9350 at least forty-eight (48) hours prior to the meeting.