MINUTES
BURKE COUNTY BOARD OF COMMISSIONERS
PRE-AGENDA MEETING

The Burke County Board of Commissioners held a pre-agenda meeting on Tuesday, September 8, 2026, 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 (health-related matter)
STAFF:	Brian Epley, County Manager Dylan Laws, Wilson, Lackey, Rohr & Hall P.C. Morgan Buchanan, Clerk to the Board of Commissioners

CALL TO ORDER

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

APPROVAL OF AGENDA

Motion: Approve the Agenda as amended, with the removal of Item No. 3 under Section 4—Public Hearings — this will require additional information prior to the public hearing and the removal of Item No. 5 under Section 5-Consent Agenda. This item has been consolidated with Item No. 10 — Budget Amendment No. 4—Grant Awards.

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

PRESENTATIONS

BCSO - BURKE COUNTY SHERIFF'S DEPARTMENT UPDATES

Sheriff Banks Hinceman presented a departmental update as follows:

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Burke County Sheriff's Office

Automated License Plate Readers:

FLOCK

WHAT DOES FLOCK DO?

- Record vehicle sightings at a specific place and time with a photograph
- Capture license plates and vehicle characteristics
- Help authorized users find relevant vehicle evidence
- Provide leads for investigators to assess alongside other evidence
- NCIC releases hot lists four times a day and Flock provides real time alerts to the Communications Center for wanted persons, missing persons and stolen vehicles so that a deputy can be dispatched to the location of the hit. Deputies have access to alerts on the Flock App.

WHAT FLOCK DOES NOT DO

- Flock does not identify people by their faces (facial recognition)
- Flock does not identify who is inside a vehicle
- Flock does not continuously track people, vehicles or cell phones
- Flock does not replace investigators or human judgment
- Flock customers cannot access a live video feed from an ALPR camera
- Flock is not used for red light and/or speed enforcement
- Flock does not connect to Department of Motor Vehicles (vehicle registration and driver's license information) or Division of Criminal Information (criminal history and personal information) records

USE OF FLOCK	POLICY – DUE DILIGENCE
➢Law enforcement purpose - any of the following: 1. Actions related to criminal investigations and arrests 2. Apprehending an individual with an outstanding felony warrant(s). 3. Locating a missing or endangered person. 4. Locating a lost or stolen vehicle.	The Deputy must use due diligence to independently verify the information provided by Flock to ensure its accuracy before taking any law enforcement action.

PROHIBITED USE OF FLOCK

- ➢ Invasion of Privacy
- ➢ Harassment or Intimidation
- ➢ Use Based on a Protected Characteristic (race, gender, religion, political affiliation, nationality, ethnicity, sexual orientation or disability)
- ➢ Personal Use
- ➢ Infringement of First Amendment Rights

❖ Anyone who engages in an impermissible use of the ALPR (I.E. FLOCK) system or associated scan files, or hot lists will be subject to disciplinary action up to and may include termination.

DISCLOSURE OF RECORDS

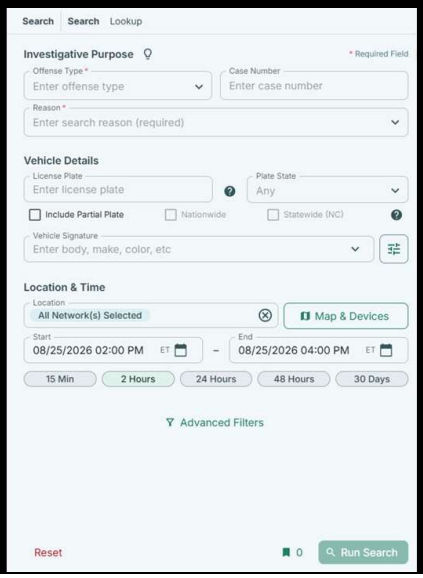
➢Captured plate data is confidential and not a public record. Data shall not be disclosed except to a criminal justice officer at a State or local law enforcement agency or a similar official at a federal law enforcement agency for a legitimate law enforcement purpose. Data will not be sold, accessed or used for any purpose other than legitimate law enforcement or public safety purposes.

INTERNAL DATA SECURITY AND ACCESS

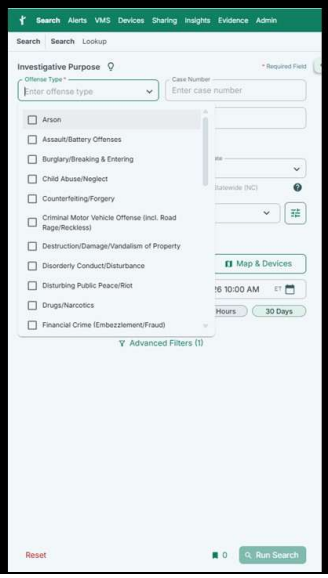
- All ALPR (I.E. FLOCK) data will be accessed through a system capable of documenting all information viewed, including the user's name, date and time of access.
- Every ALPR (I.E. FLOCK) search must be documented by either the associated agency case number or incident number, and/or a reason for the inquiry.
- Only trained agency members will be allowed access to the ALPR (I.E. FLOCK) system.
- Retention of data is 30 days.

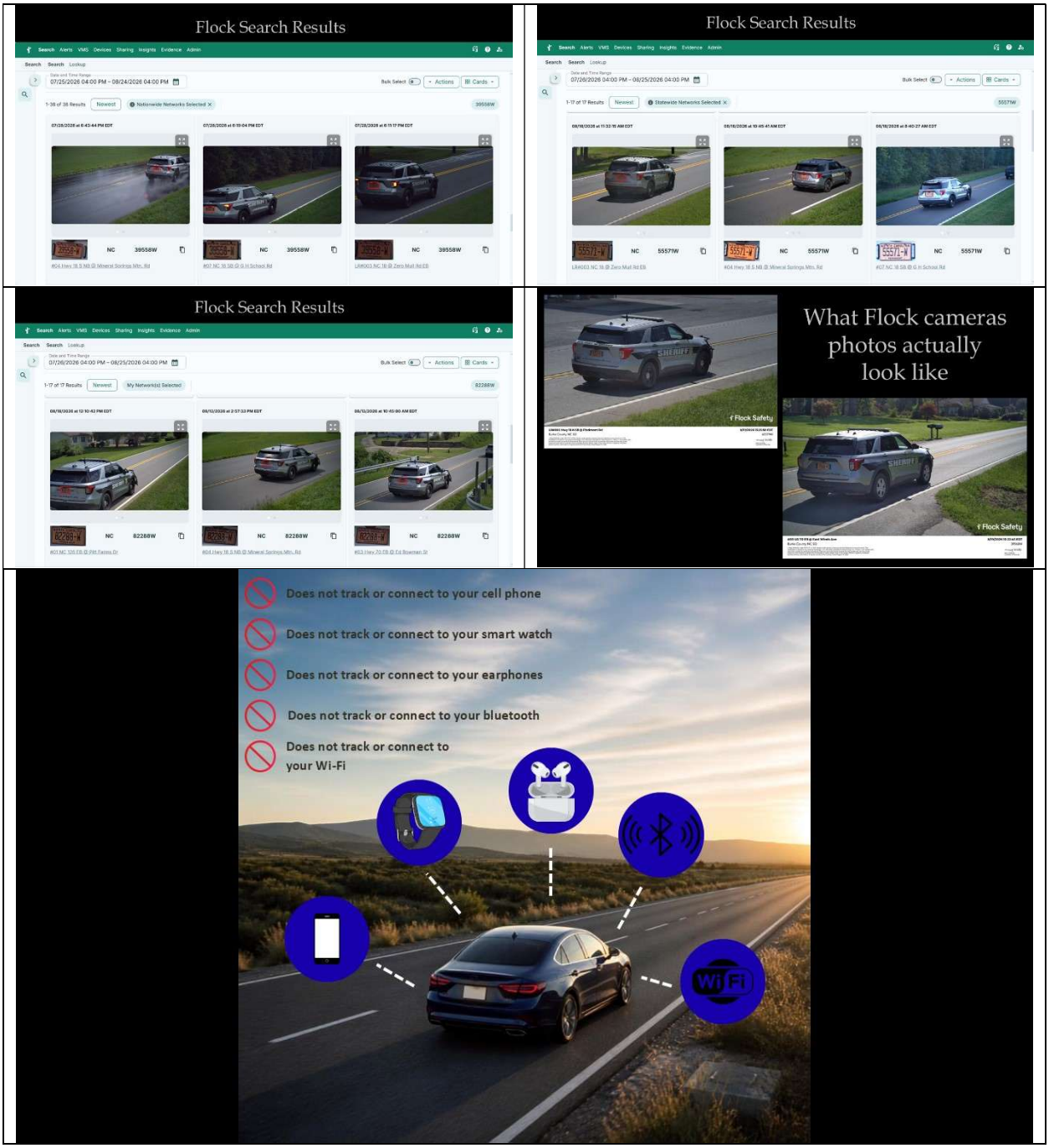
DATA DETECTION BROWSING AUDITS

- It is the responsibility of the Sheriff's designee to ensure that an audit is conducted of ALPR (I.E. FLOCK) detection browsing inquiries at least once per month. The Sheriff's designee is the Major who is responsible for all internal investigations.
- The audit shall be documented in the form of an internal agency memorandum directed to the Sheriff.
- The audit will take place once a month.



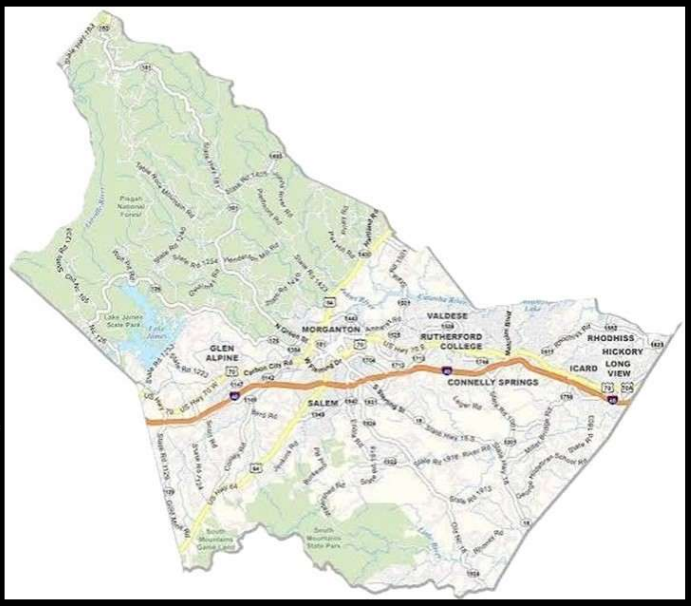
Flock Search Screens





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- For the 10 Flock cameras placed throughout Burke County, this provides coverage across approximately 511 square miles. Burke County encompasses a total of 1,703.14 miles of public streets and highways.
- The cost of the Flock cameras was $38,963.75 during the first year, which included a one-time implementation fee. The second year, the annual cost is $32,025.00.
- To date, Flock provided investigative leads that allowed us to seize $587,000 in illegal narcotics and recovered $156,000 in stolen vehicles.
- The type of cameras we have are the Flock Safety Falcon and they do not have the capability of video.



MORE INFORMATION

For more information, please visit the Flock website:

flocksafety.com

Chairman Brittain opened the floor for questions or comments. Commissioner Barrier inquired whether the Flock cameras in Burke County photograph only the rear of vehicles and whether cameras could capture images from the front. Sheriff Hinceman initially explained that the cameras are activated by recognition of a license plate and noted that some states require front license plates. Will Baker, Flock Safety representative, further clarified that the system used in Burke County is designed to capture images from the rear of vehicles, where license plates are generally located. He explained that, although the front of another vehicle could incidentally appear in an image when vehicles cross, the placement and angle of the cameras would not allow the system to see inside the vehicle.

Commissioner Barrier also asked where Burke County's Flock data is stored. Mr. Baker responded that the data is stored in a secure AWS government cloud environment and is purged

after 30 days. He added that Flock Safety could provide documentation demonstrating that the data is purged in accordance with the 30-day retention period.

Vice Chairman Smith asked whether the cameras photograph only license plates that have previously been entered into the system or whether they photograph all vehicles that pass a camera. Sheriff Hinceman clarified that the cameras capture an image of each license plate that passes, regardless of whether the plate has previously been entered into the system. Commissioner Stroud expressed support for the technology and its use as part of a broader community approach to public safety. He stated that he believed tools such as Flock could help keep the community connected and safe.

Sheriff Hinceman reiterated that he considers Flock a useful law enforcement tool but acknowledged concerns expressed by members of the public regarding privacy and the potential implications of the technology. He stated that he understood why individuals might have concerns about new technology and privacy, noting that he considers himself a private person and does not like the concept of "Big Brother." However, he stated that he did not believe the Flock system constituted that type of surveillance. Commissioner Stroud commented that consistent communication with the public regarding how the technology actually operates could help address those concerns. Sheriff Hinceman agreed that communication was important and emphasized that he did not consider individuals who raise concerns about Flock or privacy to be anti-law enforcement.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON SEPTEMBER 21, 2026, AT 6:00 P.M.**

NCEIPD- NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH

Morgan Buchanan, Clerk to the Board of Commissioners, reported that Janet Hannah, Business Relationship Representative with the NC Department of Health and Human Services, will present a proclamation for consideration at the Board's regular meeting that declares October as National Disability Employment Awareness Month.

Additional information from the agenda packet:

> October is recognized as National Disability Employment Awareness Month to recognize the many contributions that people with disabilities, including those with mental health conditions and other nonobvious disabilities, make to America's workplaces and economy. The attached proclamation formally designates October for this observance with this year's theme "Celebrating Value and Talent."



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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

MORGANTON DAV - MORGANTON DISABLED AMERICAN VETERANS CHAPTER 43

Laura Meadows, Certified Service Officer and First Junior Vice Commander of Morganton Disabled American Veterans (DAV) Chapter 43, provided an overview of DAV's mission and local services. She stated that DAV has served veterans for more than 100 years by providing free assistance to veterans and their families in accessing earned benefits and health care, as well as employment and entrepreneurship opportunities, scholarships, and advocacy.

Ms. Meadows reported that the local DAV Chapter 43 was chartered in 1956 and has more than 466 members. Locally, trained volunteers assist veterans and their families with VA benefit claims at no cost and provide free transportation to VA medical appointments.

Ms. Meadows announced that Chapter 43 launched Burke County's first women's veterans group this year. She explained that the group provides women veterans opportunities for social connection, mutual support, and fellowship based on their shared military service. The women's veterans group meets at 6:00 p.m. on the third Friday of each month from January through October at the DAV Chapter Hall.

Ms. Meadows invited veterans, their families, and friends of veterans to visit the Chapter Hall for coffee on Saturdays from 9:00 a.m. to 11:00 a.m., whether they need assistance with a claim, transportation to a VA appointment, or an opportunity to connect with other veterans. She stated that DAV Chapter 43 is proud to serve Burke County and remains available to partner with the Board and community to ensure local veterans receive the support and benefits they have earned.

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

AMERICA 250 - TIME CAPSULE PRESENTATION

Ed Phillips, CEO of Discover Burke and Chairman of the America 250 NC Committee, presented and unveiled the Burke County 2026 Time Capsule. Mr. Phillips reported that the time capsule was constructed by faculty and students of Western Piedmont Community College. The approximately 90-pound capsule is constructed of local cherry wood and contains an upper compartment for documents and a larger lower compartment for artifacts and other items. Once the capsule is filled, it will be sealed and remain in the Register of Deeds Office for 50 years.

Mr. Phillips explained that the time capsule is part of Burke County's commemoration of the 250th anniversary of the signing of the Declaration of Independence and is intended to preserve an authentic snapshot of life in Burke County in 2026. The capsule will be opened in 2076 in observance of the 300th anniversary of American independence. Its contents are expected to include newspapers and publications; demographic and economic information; photographs; community materials; everyday objects reflecting current technology, culture, and daily life; and

materials representing local schools, businesses, government, civic organizations, and communities. Materials created by Burke County students will also be included.

Mr. Phillips described the project as a way to create a connection across generations, preserving not only objects but a record of who Burke County residents were, how they lived, what they valued, and their hopes for the community's future. He thanked the Board of Commissioners and the individuals and organizations that contributed to the project.

Mr. Phillips stated that the final collection of artifacts would be determined prior to the Board's meeting on September 21, 2026. A dedication and encapsulation ceremony is planned for October 2 at 11:00 a.m. in front of the Register of Deeds Office.

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

TAX - 2027 REVALUATION: REAPPRAISAL AND SCHEDULE OF VALUES UPDATE
Travis Isaacs, Tax Administrator, presented the 2027 revaluation update as follows:



Why This Matters to You

A higher assessed value does NOT automatically mean a higher tax bill.

Your tax bill = Assessed Value × Tax Rate — and the tax rate is set separately by the Board of Commissioners each year during the budget process.

Fairness

Uniform, up-to-date values ensure the property tax burden is distributed fairly across all owners.

Transparency

The SOV is public record — anyone can review the standards and rates used to value their property.

Your input matters

The public hearing, and the appeal process that follows, are your opportunities to be heard.

What Is the Schedule of Values (SOV)?

In plain terms:

The Schedule of Values, Standards, and Rules (SOV) is the manual the Assessor's Office uses to appraise every property in the county the same way. It sets the rates, tables, and procedures for valuing land, homes, farms, and businesses — so two similar properties are valued consistently, whoever appraises them.



Required by N.C.G.S. 105-317 before every revaluation

It covers:

- Land value & neighborhood tables
- Building cost & depreciation schedules
- Present-use value rates for farmland
- Rules for special properties (income, commercial)

Who Is Doing the 2027 Revaluation?

Burke County's 2027 revaluation is being conducted entirely in-house by the County's own Tax Office — no outside vendor contract required.



Our Team

4 licensed real property appraisers plus 1 data analysis team member — all Burke County staff



Local Knowledge/Task Force Committee

Our appraisers know Burke County's neighborhoods and sales activity firsthand — no learning curve required



Scope of Work

Field data collection, appraisal, appeals support, and delivery of final values — for all 60,000 parcels, start to finish

What Outside Vendors Charge NC Counties

Pender County	$44 per parcel • $2.3M contract for ≈50,000 parcels (Vincent Valuations, 2023)
Alamance County	≈$32 per parcel • ≈$2.57M contract for ≈80,000 parcels (Vincent Valuations, 2027 revaluation)
NC Statewide Average	$18.46 per parcel — average revaluation budget, 2008 and later (UNC School of Government)
If Burke Outsourced	60,000 parcels × recent NC contract rates ≈ $1.9M – $2.6M for a one-time vendor contract
Burke's Actual Approach	**In-house team, already on staff — no added contract cost to taxpayers**

Sources: Pender County and Alamance County board-approved reappraisal contracts (2023, 2025); UNC School of Government, A Citizens' Guide to the Revaluation and Assessment of Real Property in North Carolina.

A Cost Saver for Burke County Taxpayers

Completing the revaluation in-house is projected to save Burke County taxpayers an estimated $1.9M – $2.6M compared to hiring an outside firm.

Our Team

4 licensed real property appraisers plus 1 data analysis team member — all Burke County staff

What a Vendor Would Cost

60,000 parcels × recent NC vendor rates ($32–$44/parcel) ≈ $1.9M–$2.6M, one time

Net Savings

No new contract awarded — the same scope of work, completed with existing, already-budgeted staff

How the 2027 Schedule of Values Is Completed and Used in 5 Phases

1 Field Data Collection → 2 Sales & Market Analysis → 3 Building the Schedule of Values → 4 Applying Values & Quality Review → 5 Delivery & Appeals Support

Burke County's in-house appraisal team manages each phase of the reappraisal, from the first property visit to the final values delivered to the Board. The next few slides walk through what happens at each stage.

Phase 1: Field Data Collection

What gets collected:

- Property characteristics — size, age, condition, construction quality
- On-site measurements and verification for commercial and residential properties
- Building permit records and aerial photo review for residential properties
- Confirmation of any additions, renovations, or changes since the last revaluation



Field data collection completed Spring 2026

Phase 2: Sales & Market Analysis

1 Verified Sales

Recent, arms-length property sales across the county are confirmed and screened to ensure they reflect true market transactions.

2 Neighborhood Delineation

Properties are grouped into market areas — neighborhoods — where values tend to move together.

3 Ratio Studies

Sale prices are compared to current assessed values to measure how closely values track the market.

4 Time & Trend Adjustments

Sales are adjusted to a common valuation date so seasonal or year-over-year market shifts don't skew results.

SALES RATIO STUDY · 2023 SOV, TRENDED TO 2026

Vacant Land

Bldg + Misc Improvement = 0 · 1,252 sales

Vacant Land — Median Sales Ratio by Year

Bldg + Misc Improvement = 0 · 2023 SOV, trended to 2026

Township	SR 2023	SR 2024	SR 2025	SR 2026
Drexel	0.964	0.932	0.965	1.084
Icard	0.886	0.897	0.811	0.736
Jonas Ridge	0.859	0.950	0.726	0.666
Linville	0.794	0.760	0.736	0.724
Lovelady	0.933	1.030	0.882	0.915
Lower Creek	0.876	0.677	0.609	0.513
Lower Fork	0.773	0.742	0.624	0.933

Township	SR 2023	SR 2024	SR 2025	SR 2026
Morganton	0.911	0.935	0.960	0.699
Quaker Meadows	0.713	0.940	0.739	0.639
Silvercreek	0.963	0.745	0.570	0.739
Smokey Creek	0.755	0.770	0.653	0.928
Upper Creek	1.092	0.634	0.466	—
Upper Fork	0.990	0.769	0.655	0.730

Vacant Land — Sale Ratio & Trended SR (to 2026)

Bldg + Misc Improvement = 0 · Sales ratio untrended 2026

Township	Sale Ratio	Trended SR	# of Sales
Drexel	0.99	1.08	46
Lower Fork	0.71	0.93	91
Smokey Creek	0.75	0.93	23
Lovelady	0.94	0.92	220
Silvercreek	0.75	0.74	127
Icard	0.87	0.74	331
Upper Fork	0.77	0.73	25

Township	Sale Ratio	Trended SR	# of Sales
Linville	0.77	0.72	94
Morganton	0.91	0.70	144
Jonas Ridge	0.83	0.67	20
Quaker Meadows	0.76	0.64	62
Lower Creek	0.64	0.51	53
Upper Creek	0.78	—	16

SALES RATIO STUDY · 2023 SOV, TRENDED TO 2026

All Sales

Improved + Vacant combined · 4,641 sales

All Sales — Median Sales Ratio by Year

Improved + Vacant combined · 2023 SOV, trended to 2026

Township	SR 2023	SR 2024	SR 2025	SR 2026
Drexel	0.827	0.821	0.778	0.807
Icard	0.849	0.774	0.747	0.723
Jonas Ridge	0.821	0.749	0.750	0.745
Linville	0.783	0.752	0.730	0.726
Lovelady	0.851	0.808	0.787	0.805
Lower Creek	0.820	0.692	0.640	0.697
Lower Fork	0.823	0.688	0.673	0.778

Township	SR 2023	SR 2024	SR 2025	SR 2026
Morganton	0.839	0.757	0.762	0.780
Quaker Meadows	0.870	0.785	0.746	0.770
Silvercreek	0.831	0.704	0.713	0.758
Smokey Creek	0.763	0.842	0.733	0.729
Upper Creek	0.745	0.798	0.629	0.764
Upper Fork	0.785	0.619	0.763	0.684

All Sales — Sale Ratio & Trended SR (to 2026)

Improved + Vacant combined · 2023 SOV, trended to 2026

Township	Sale Ratio	Trended SR	# of Sales
Drexel	0.81	0.81	295
Lovelady	0.81	0.80	589
Morganton	0.79	0.78	1040
Lower Fork	0.74	0.78	241
Quaker Meadows	0.79	0.77	338
Upper Creek	0.73	0.76	64
Silvercreek	0.74	0.76	487

Township	Sale Ratio	Trended SR	# of Sales
Jonas Ridge	0.78	0.74	77
Smokey Creek	0.76	0.73	46
Linville	0.75	0.73	232
Icard	0.78	0.72	1001
Lower Creek	0.70	0.70	147
Upper Fork	0.73	0.68	84

Note: During his presentation, Mr. Isaacs explained that this slide should say untrended.

Phase 3: Building the Schedule of Values

Market data from Phases 1 and 2 is translated into the standardized rates and tables that make up the Schedule of Values — the same manual every appraiser uses to keep values consistent countywide.

Land Value Tables

Built from vacant land sales and neighborhood analysis to set per-acre or per-lot land rates.

Cost & Depreciation Schedules

Replacement cost tables for buildings, adjusted for age and condition to reflect current construction costs.

Income Models

For commercial and income-producing properties, rental income and expense data support value estimates.

Phase 4–5: Applying Values & Quality Review

The Schedule of Values is applied to every parcel, then tested for accuracy before anything is finalized.

Model Application

The Schedule of Values is applied consistently to every property using the County's CAMA system.

Statistical Testing

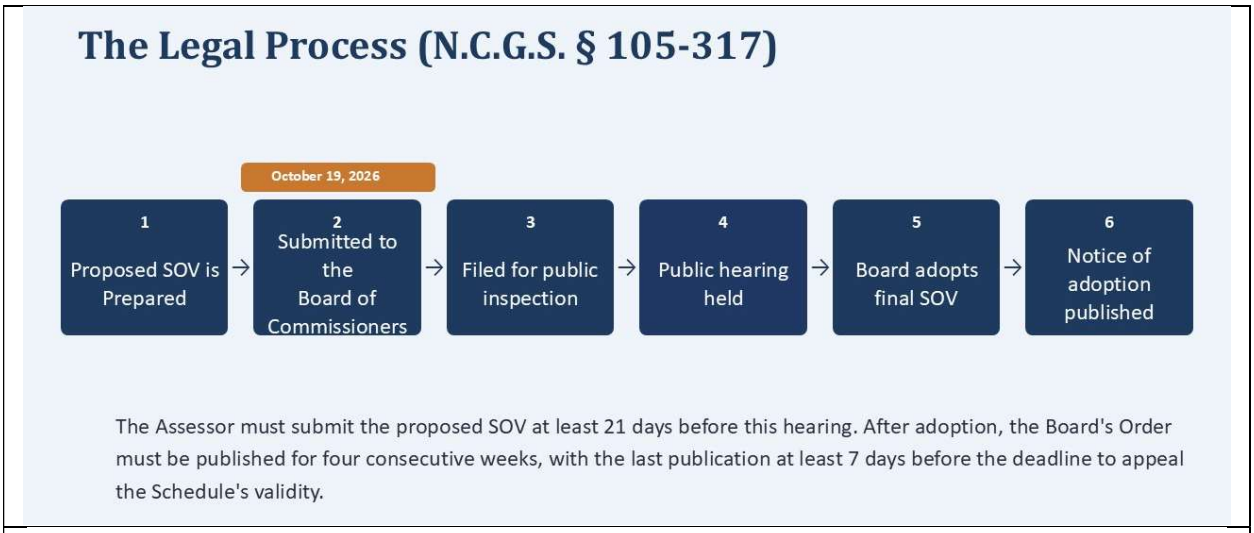
Sales-ratio studies, Coefficient of Dispersion, and Price-Related Differential confirm values are accurate and uniform.

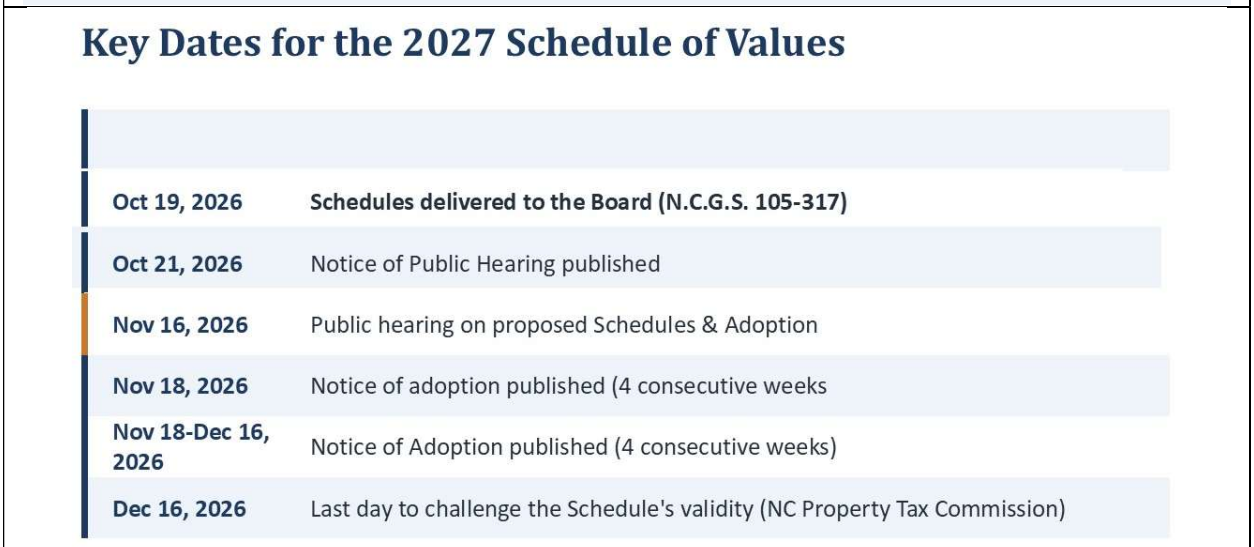
Notice of Value Mailing

Once final values are confirmed, Notices of Value are mailed to every property owner — expected February 2027.

Appeals Support

Burke County's Tax Office supports the informal review and appeals process once notices are mailed to owners.







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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

CM - END OF THE YEAR REPORT (PLACE HOLDER)
Brian Epley, County Manager, stated that he would present the Year-End Report for FY 25-26 at the regular meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON SEPTEMBER 21, 2026, AT 6:00 P.M.**

SCHEDULED PUBLIC HEARINGS

CM -ECONOMIC DEVELOPMENT INCENTIVE- ICE BEAR & PUBLIC HEARING AT 6:00 P.M. (PLACE HOLDER)
Brian Epley, County Manager, explained that the proposed economic incentive will be presented by Brandon Ruppe, President and CEO of Burke Development, Inc., at the Board's regular meeting and will require a public hearing.

Additional information from the agenda packet:

> Project Ice Bear is a proposed manufacturing project that would establish a new facility in Burke County, representing an estimated $16.9 million investment over three years and creating approximately 37 new jobs with an average annual salary of $64,716. Subject to public input and Board approval, Burke County proposes an economic development incentive equal to no more than 40% of the ad valorem tax revenues generated by qualifying net new real and personal property associated with the project over a three-year period. Based on the anticipated investment, the total incentive is estimated at approximately $87,270, with annual grants appropriated from the County's General Fund Reserve.

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

FINANCE - COMMUNITY DEVELOPMENT BLOCK GRANT FOR INFRASTRUCTURE IMPROVEMENTS
Brian Epley, County Manager, reported that development of the Indian Hills Pump Station in eastern Burke County is a Board priority. He explained that the project, estimated to cost more than $10 million, would improve disaster preparedness and expand wastewater capacity needed for future housing and economic development, including flows to the City of Hickory.

Following Hurricane Helene, the N.C. Department of Commerce established the $193.5 million Community Infrastructure Program using Community Development Block Grant Disaster Recovery funds. Mr. Epley advised that Burke County intends to seek a grant of up to $15 million, with no local match required, to support the pump station project. The application, due on September 16, 2026, requires a public hearing.

Chairman Brittain opened the floor for questions or comments; there being none, he opened the public hearing at 3:58 p.m. The public hearing notice was posted on the County's website

(www.burkenc.org) on August 27, 2026. Further, the notice was also posted to the Burke County Government Facebook page (www.facebook.com/BurkeCountyNC) on August 28, 2026. There being no one present to address the Board; the public hearing was closed at 3:58 p.m. He then called for a motion.

Motion: To approve the request to apply and submit the CDBG application in the amount of $15,000,000 and authorize the Chairman to execute the application on behalf of the Board.

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

CM - RESOLUTION OF SUPPORT FOR PIEDMONT AFFORDABLE SENIOR HOUSING FOUNDATION & THE BERKELEY (PLACE HOLDER)

Note: This item was removed during the approval of the agenda because it will require additional information prior to a public hearing.

RESULT:	**REMOVED FROM THE AGENDA.**

CONSENT AGENDA

C-PACE - COMMERCIAL PROPERTY ASSESSED CAPITAL EXPENDITURES PRESENTATION

Brian Epley, County Manager, provided a brief introduction for Kristin Bunn, EDPNC, and Brandon Ruppee, CEO & President of BDI. Highlights of Ms. Bunn's presentation were as follows:



Commercial Property Assessed Capital Expenditure

SB 802 became law in 2024, creating a statewide Commercial Property Assessed Capital Expenditure (C-PACE) program.

Private property owners can apply for private financing of eligible capital expenditures, leveraging a new financial mechanism – the C-PACE Assessment and the C-PACE Lien

Loans and the assessments are secured by liens placed on the property by the participating local government, enabling payback periods over the expected life of the improvements

C-PACE Economics

Provides an additional financing tool for property owners to use "private funds" to finance improvements to their eligible property.

Drives economic development - by creating a diversity of jobs in the resilience and clean energy sectors of the economy.

Provides a more accessible financial mechanism to fund improvements.

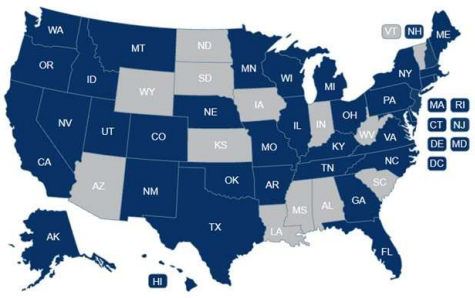
The assessment and resulting improvements will increase the tax value of the affected properties with minimal administrative cost to local governments.

US Participation in C-PACE

(C-PACE) financing is available in states (currently 40 and expanding) after legislation is passed and adopted on the local level.

While each C-PACE program is unique, many focus on "Clean Energy" improvements

NC's program includes energy efficiency and renewable measures but also investment in resiliency and water conservation.



North Carolina C-PACE Program Participants



C-PACE is an economic development tool. By making it more affordable for building owners to make major improvements to their buildings, local building stock is enhanced, which can drive job creation.

Qualifying commercial property

- Privately-owned:
  - Commercial
  - Industrial
  - Agricultural
  - Multi-family real property with five (5) or more dwelling units.
  - This includes properties owned by nonprofit, charitable, or religious organizations.





Qualifying improvements

Permanently affixed improvements on qualifying commercial property as part of construction or renovation, including one ore more of the following:

- **Energy efficiency measure** - equipment, component, or program change that reduces energy use and that meets or exceeds then-existing State and Federal building codes and efficiency standards or conservation codes.
- **Resiliency measure** - equipment, component, or program change including, but not limited to, storm retrofits, flood mitigation, stormwater management
- **Renewable energy measure** - equipment, component, or program change that utilizes a renewable energy resource.
- **Water conservation measure** - equipment, component, or program change to decrease water consumption or demand, either indoor or outdoor. This also includes measures to address safe drinking water.

C-PACE can be more than gap financing



- Acquisition
- Construction (including new construction),
- Adaptive reuse
- Installation, or modification of qualifying improvements
- refinancing of existing properties or new construction that have had qualifying improvements installed for no more than three (3) years prior to the date of Project Application.

NC's 1st C-PACE Project



Summary

Trenton Mill Lofts is an 85-unit multifamily development located in downtown Gastonia, NC, approximately 20 miles west of Charlotte. The building was previously Trenton Cotton Mill, Gastonia's oldest standing textile mill, which was built in 1897 and had since stood abandoned. In 2022, the Sponsor, Lansing Melbourne Group, reimagined and converted it to an upscale multifamily property, which boasts design-forward apartments and loft-style homes, as well as a fitness studio, lounge, hammock park and fire pit area.

Opportunity

The sponsor utilized $6.5 million in C-PACE financing to recapitalize key energy efficiency improvements, as well as associated soft costs, which were made to the historic Trenton Mill as part of a 2022 adaptive reuse project. By utilizing C-PACE, the Sponsor was able to partially pay down their original construction loan and support the stabilization of the property. This enabled them to cover necessary reserves, enforce lease-up efforts, and fund operational enhancements, thereby positioning the property for long-term success, while providing the city of Gastonia with needed housing.

Local Government Benefits

C-PACE is an economic development tool structured to be cost-neutral for local governments and requiring little-to-no administrative resources. By making it more affordable for building owners to make major improvements to their buildings, local building stock is enhanced, which drives job creation. Energy and resiliency upgrades retain and attract new businesses by lowering utility costs, and in turn these upgrades generate higher property tax payments for local governments. In addition to supporting local governments in their efforts to achieve energy and emissions reduction goals, the benefits of the C-PACE program include:

- Higher property values – Revitalized buildings improve property values, creating more revenue for local communities.
- Economic growth – New development and construction projects stimulate the local economy.
- Stronger communities – Conserving resources and building resiliency in infrastructure deliver positive impacts for everyone in the community.

How to Join

Counties and cities in North Carolina may participate in the statewide C-PACE Program to support commercial, industrial, agricultural, and multifamily property owners with access to financing for efficient and resilient building improvements.

The EDPNC serves as the statewide administrator and works with private capital providers to assist interested commercial property owners in applying for C-PACE financing. Joining the statewide program does not expose a local government to any financial or legal liability. Once the necessary documents are executed for C-PACE financing, there is no other administrative involvement by the local government.

Three Simple Steps

Joining the C-PACE Program is a voluntary 3-step process, with support from the EDPNC:

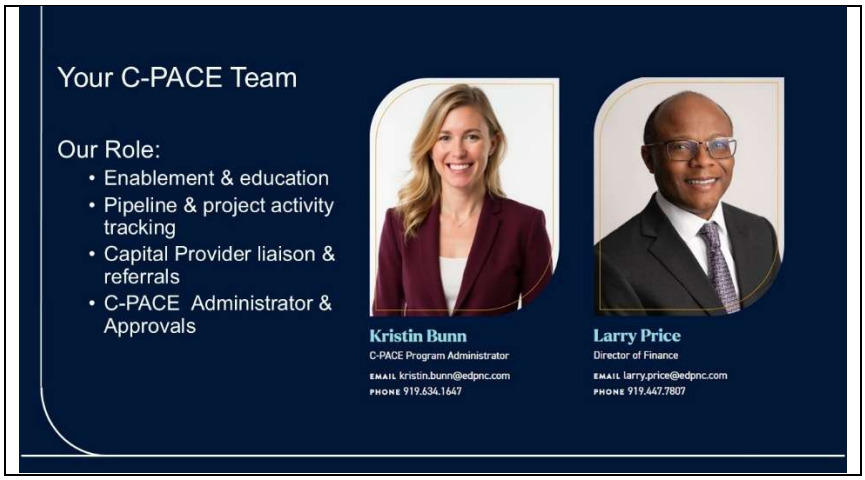
1. Adopt a Resolution of Intent
2. Hold a public hearing
3. Adopt a final Resolution to join the C-PACE Program

No Overhead

- The C-PACE program is structured to be cost-neutral for local governments and requires little-to-no administrative resources.
- Local governments are not responsible for collection; duties for billing and collection will be delegated to and handled privately by the capital provider(§160A-239.16 (b)).
- C-PACE liens are junior in priority to all taxes and other governmental liens.
- Outstanding or delinquent state, local, or federal taxes or liens at the time of a foreclosure proceeding will be satisfied first.
- Neither the State nor any participating local government, its officers, or employees shall be personally liable for any actions taken pursuant to the C-PACE Act. Per the Act, the State nor any local government may use public funds to finance or repay C-PACE assessments, and all financing is obtained by commercial property owners from private-sector capital providers.
- At closing and upon execution by the local government, EDPNC or the capital provider will record the Assessment Agreement, Notice of C-PACE Assessment, and the Assignment of C-PACE Lien in the office of the register of deeds in the county in which the property is located.
- Billing, collection and enforcement of C-PACE assessments and C-PACE liens will be the sole responsibility of capital providers.

Next Steps

- Learn more at www.edpnc.com/c-pace
- Review the C-PACE Program Toolkit
- Review local government document templates to join the program:
  - 2 (A) - Resolution of Intent
  - 3 (B) - Resolution to Join
- Review the documents used in the loan review, closing, and recording process:
  - NC documentation at the time of review/approval:
    - 5 (D) – Qualifying Improvements
    - 6 (E) - Checklist and Property Owner Certification
    - 7 (F) - Lien Holder Consent (if applicable)
  - NC documentation at the time of closing/recording:
    - 8 (G) – Assessment Agreement (along with noted exhibits)
    - 9 (H) – Notice of Assessment
    - 10 (I) - Assignment of Lien



Chairman Brittain opened the floor for questions or comments. During discussion, Ms. Bunn clarified that C-PACE assessments are voluntary and separate from the County's property tax assessments and upcoming revaluation. She explained that the program provides an alternative financing mechanism for eligible property improvements, often through nontraditional lenders, and that participating lenders may finance projects or improvements that do not fit conventional commercial lending models. She also clarified that any nominal administrative costs incurred by the County, such as recording or notary fees, would be reimbursed by the statewide program administrator.

Brian Epley, County Manager, noted that the program could help facilitate property investments that might not otherwise occur and, in turn, contribute to growth of the County's tax base. Ms. Bunn added that she hopes participation in the program will encourage greater interest from North Carolina financial institutions as C-PACE becomes more established in the state.

Note: During the meeting, the Board initially advanced this item without objection as a scheduled public hearing item for the next regular meeting. Following the meeting, the procedural requirements were clarified with Ms. Bunn. The September action is to consider adoption of the Resolution of Intent, which establishes the public hearing for a subsequent meeting. Accordingly, the item will remain on the September Consent Agenda, with the required public hearing to be scheduled for October.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON SEPTEMBER 21, 2026, AT 6:00 P.M.**

CD- NC GREAT STATE TRAILS GRANT

Sarah Chabaane, Planner – Trails Specialist, reported that Burke County was awarded two (2) Great Trails State Grants in August 2025 for trail development and expansion; the County has now received a grant agreement for the 1780 Enclave project in the amount of $363,067. The project includes repairs to approximately 1.75 miles of existing trail in the 1780 neighborhood, approximately two miles of new trail in the Enclave neighborhood, a new trailhead, signage, footbridges, neighborhood crossing improvements, and an engineered crossing of NC 126. The required $181,533 local match will be provided through $152,600 in hurricane repair funding from Foothills Conservancy and $28,933 from Duke Comprehensive Relicensing Allocation funding, with no County funds required for construction or repairs. This was a request to approve the contract for the grant.

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

EM - APPROVAL OF LEPC BYLAWS

Dominic Minor, Emergency Management Planner and Chairman of the LEPC, explained that the proposed bylaws were included in the Board's agenda packet and was available to explain further or answer any questions the Board may have. The proposed LEPC bylaws are hereby incorporated into the meeting minutes by reference.

Additional information from the agenda packet:

> In North Carolina, the purpose and duties of Local Emergency Planning Committees (LEPCs) are aligned with federal and state regulations under the Emergency Planning and Community Right-to-Know Act (EPCRA). LEPCs focus on preparing for and responding to emergencies involving hazardous materials. Their responsibilities include:
>
> - Developing Emergency Plans: LEPCs create and maintain emergency response plans for handling hazardous materials incidents. These plans are shared with local governments, responders, and the public.
> - Community Right-to-Know: LEPCs ensure public access to information about hazardous chemicals stored, used, or released in the community, promoting transparency and safety awareness.
> - Coordination: The committees coordinate with local governments, industry representatives, and emergency services to prepare for potential hazardous material incidents.
> - Training and Exercises: LEPCs conduct training and simulations to test their emergency plans and improve response capabilities.
> - Incident Reporting: LEPCs are responsible for receiving reports of hazardous materials releases and ensuring an appropriate response.
>
> LEPCs are established in accordance with North Carolina General Statute Chapter 166A, which outlines the broader framework for emergency management, and they work closely with state and local emergency management agencies to fulfill their duties.
>
> Dominic Minor, Emergency Management Manager, has been working to update the bylaws for the Local Emergency Planning Committee (LEPC). Due to the large number of seats appointed, the committee has experienced ongoing difficulty obtaining a quorum. The proposed bylaws would reduce the number of seats to the minimum required by law in an effort to improve meeting attendance and quorum participation.
>
> Because a quorum has not been achieved, the LEPC has been unable to formally approve the updated bylaws. However, the members who have been present at recent meetings have expressed support for the proposed changes. Mr. Minor is requesting that the Board of Commissioners approve the revised

bylaws so they may take effect and allow the LEPC to more consistently achieve a quorum moving forward.

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 SEPTEMBER 21, 2026, AT 6:00 P.M.

911- BURKE COUNTY AND WPCC MOU FOR BACKUP 911 PSAP AND TELECOMMUNICATOR EDUCATION AND WORKFORCE TRAINING PROGRAM

Heather Joyner, 911 Director, presented two (2) Memoranda of Understanding (MOUs) between Burke County Emergency Communications/911 and Western Piedmont Community College (WPCC) for consideration. She explained that when she joined the County in 2022, local training and certification opportunities for 911 telecommunicators were not available through WPCC, requiring employees to travel outside the county and, in some cases, outside the state for required certifications. Since that time, the County and WPCC have developed local training and certification opportunities and continued discussions regarding workforce development and the resiliency of the County's backup 911 operations.

Ms. Joyner explained that the first MOU would relocate the County's backup Public Safety Answering Point (PSAP) to WPCC, providing an alternate location for 911 call-taking and dispatch operations when the primary communications center is unavailable. The second MOU would establish a telecommunicator education and workforce training program utilizing the same facility and equipment. The partnership would allow students to train with operational dispatch equipment and realistic scenarios while developing a pipeline of trained telecommunicators for Burke County and surrounding communities.

Ava Yamouti, Dean of Health and Public Service at WPCC, stated that the program would provide students with experience in a live 911 environment, including both the technical and interpersonal aspects of emergency communications, better preparing them to enter the workforce. She also noted that eligible students trained through WPCC would qualify for the public safety tuition waiver, for which the College is reimbursed by the State, providing additional financial benefit to the County.

Ms. Joyner added that the model has already generated interest from other counties and community colleges. She emphasized that the partnership combines the County's need for a resilient backup 911-center with WPCC's educational resources to create a workforce-development pipeline for future telecommunicators.

Chairman Brittain opened the floor for questions or comments. Ms. Joyner responded to a clarifying question from Commissioner Stroud. There being no further discussion, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON SEPTEMBER 21, 2026, AT 6:00 P.M.

FINANCE - NC GOVERNORS CRIME COMMISSION GRANT

Note: This item was removed from the agenda and incorporated into Consent Agenda Item No. 10 – Budget Amendment No. 4 – Grant Awards.

RESULT:	**REMOVED FROM THE AGENDA.**

CLERK- REMOVAL FROM DEPARTMENT OF SOCIAL SERVICES ADVISORY BOARD
Morgan Buchanan, Clerk to the Board of Commissioners, stated that the following Department of Social Services Advisory Board members have requested to be removed from the board:

- Seat No. 1 — At Large — Ms. Nancy Wood
- Seat No. 3—At Large — Mr. John Day

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

CLERK - APPOINTMENT/REMOVAL FROM PARKS AND RECREATION ADVISORY BOARD
Morgan Buchanan, Clerk to the Board of Commissioners, reported that the following advisory board members have requested to be removed from the Parks and Recreation Commission:

- Mendell Dewberry, Seat No. 3, Drexel Elementary School District
- Scott Bollinger, Seat No. 8, Mull Elementary School District

An application has been received from Cody Reid for Seat No. 8, to complete the remainder of the term expiring March 31, 2027.

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

CLERK- REAPPOINTMENTS AND REMOVAL FOR THE BURKE COUNTY PLANNING BOARD
Morgan Buchanan, Clerk to the Board of Commissioners, explained that the following board members have terms expiring on September 30, 2026:

- Seat No. 3 (East Burke) – Brian King, who has requested to step down from the Planning Board.
- Seat No. 4 (West Burke) – Gregory Smith, who has requested reappointment.
- Seat No. 6 (West Burke) – Damion Patton, who has requested reappointment.
- Seat No. 7 (West Burke) – Joyce Couniham, who has requested reappointment.

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

CLERK- REAPPOINTMENTS AND REMOVALS FOR THE BURKE COUNTY BOARD OF ADJUSTMENTS

Morgan Buchanan, Clerk to the Board of Commissioners, reported that the following board members have terms expiring September 30, 2026:

- Seat No. 1 (East Burke) – Jennie Cook, who has served the maximum number of terms allowed and will rotate off the Board.
- Seat No. 3 (West Burke) – James Wakefore, who has submitted an application for reappointment to a three-year term.
- Seat No. 5 (At-Large) – Joyce Couniham, who has submitted an application for reappointment to a three-year term.
- Seat No. 6 (At-Large) – Ed Hallyburton, who has submitted an application for reappointment to a three-year term.

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

CM- BUDGET AMENDMENT 4- GRANT AWARDS

Brian Epley, County Manager, presented Budget Amendment No. 4, which appropriates six (6) grants received by various county departments. The grants include $25,000 from Duke Energy for Emergency Management to repair equipment and purchase a search and rescue drone; $10,000 from Duke Energy for the Fire Marshal's Office to purchase fire-scene evidence collection and photography equipment; $100,000 from Meals on Wheels for Senior Services to help address the waiting list for meal services; scholarship funding for professional development for Deputy Library Director Paige Anderson; an $11,979 Bureau of Justice Assistance grant for the Sheriff's Office to replace the courthouse security metal detector; and an $11,519 Governor's Crime Commission grant for specialized software used in criminal investigations.

Mr. Epley noted that all six (6) grants are 100% grant-funded and require no local match.

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

CM- BUDGET AMENDMENT NO. 5 CAPITAL IMPROVEMENTS

Brian Epley, County Manager, presented Budget Amendment No. 5, which reallocates previously appropriated funding within the County's multi-year capital plan. He emphasized that no additional funding is being requested.

The budget amendment includes $116,300 for a three-year indexing project in the Register of Deeds Office; $285,000 for public safety radios and 911 networking equipment; and an additional $36,000 from existing capital reserves for HVAC repairs at the Foothills Higher Education Center. Mr. Epley explained that additional HVAC equipment requiring replacement was identified after work began and that the project was prioritized over a planned roof replacement due to a more immediate need.

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

CM- BUDGET AMENDMENT NO. 6- NC DHHS FUNDS
Brian Epley, County Manager, presented Budget Amendment No. 6, which appropriates two (2) sources of State funding for the Department of Social Services. The amendment includes $34,200 in LINKS funding to support foster youth transitioning to adulthood between the ages of 18 and 21, as well as adoption assistance funding. Mr. Epley emphasized that both funding sources are state-funded and require no local match.

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

RECESS OF THE MEETING
Chairman Brittain called for a brief recess of the meeting at 4:36 p.m., and the meeting resumed at 4:44 p.m.

ITEMS FOR DECISION

OPIOID- RFQ FACILITY-BASED CRISIS CLINICAL ADVISORY SELECTION (PLACE HOLDER)
Dr. Katie Samuels, Opioid Response Director, provided an update on the development of the County's proposed 16-bed Facility-Based Crisis Center at 722 East Union Street. She explained that Holland & Hamrick Architects was previously selected to provide architectural and engineering services and that the next step is the selection of a Clinical Advisor to work alongside the architect during the design phase. Dr. Samuels explained that the Clinical Advisor will provide operational and clinical expertise to help ensure the facility is designed to meet state licensure requirements and the practical needs of the services to be provided. She noted that the selected advisor may or may not ultimately serve as the facility's service provider.

The RFQ process for the Clinical Advisor recently closed on September 4, 2026, and an evaluation committee consisting of representatives from Burke County, Partners Health Management, and Holland & Hamrick will review and score the responses. A recommended firm will be presented to the Board for consideration at their regular meeting.

Chairman Brittain opened the floor for questions or comments. Commissioner Stroud asked whether the facility could accommodate future expansion. Dr. Samuels explained that the design process will consider future uses and opportunities to build upon the services initially provided at the facility. Brian Epley, County Manager, noted that the number of treatment beds is limited by licensing requirements; therefore, future expansion would more likely involve counseling, clinical, or administrative services rather than additional inpatient beds. There being no further discussion, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON SEPTEMBER 21, 2026, AT 6:00 P.M.**

TAX - TAX RELEASE AND REFUND REPORT FOR PERIOD ENDING AUGUST 31, 2026
Travis Isaacs, Tax Administrator, presented the Tax Release and Refund Report for the period ending August 31, 2026, as follows:

Tax System Refunds and Releases			
Report Amount	Rebilled Amount	Net Release	Refund Amount
$28,665,554	$28,348,888	$316,802	$0.00

VTS Refunds Over $100	
	Refund Amount
VTS Adjustments	$552.39

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 without objection to the next meeting.

.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON SEPTEMBER 21, 2026, AT 6:00 P.M.

TAX - TAX COLLECTION REPORT FOR PERIOD ENDING AUGUST 31, 2026
Travis Isaacs, Tax Administrator, presented the Tax Collection Report for the period ending August 31, 2026, as follows:

Year-to-Date Revenue Collections				
	Budget	Actuals to Date	% Collected	$ Remaining
Current Year Taxes	$65,587,042	$31,711,682	50%	$30,875,360
Discounts	($350,000)	($317,312)		
Delinquent Taxes	$700,000	$300,943	43%	$399,056
Interest and Fees	$329,000	$25,083	8%	$303,916
Total	$61,174,871	$31,720,396		

Total Levy For 2026-2027 Tax Year				
	Current Year Amended Levy	Current Year Collected	% Collected	$ Remaining
Property Taxes	$55,188,976	$31,876,778	58%	$23,037,355
Motor Vehicle Taxes	$5,456,857	$1,220,550	22%	$1,042,843
Fire Tax	$7,511,783	$4,352,463	41%	$3,124,531

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

TA - COLLECTOR'S ANNUAL SETTLEMENT REPORT 2025-2026
Travis Isaacs, Tax Administrator, submitted the annual tax settlement to the Board.

Additional information from the agenda packet:

> In compliance with N.C.G.S. § 105-373(a)(1) & (3), included are the amounts collected using the Property Tax System (PTS) and the Vehicle Tax System (VTS) for the county and fire districts. These amounts include current taxes, delinquent taxes, current and delinquent tax-related charges, and vehicle taxes. Amounts collected for municipalities where the county tax collector also serves as the municipal tax collector:
>
> - Connelly Springs
> - Glen Alpine
> - Hildebran
> - Long View
> - Rhodhiss
> - Drexel
> - Valdese

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 SEPTEMBER 21, 2026, AT 6:00 P.M.**

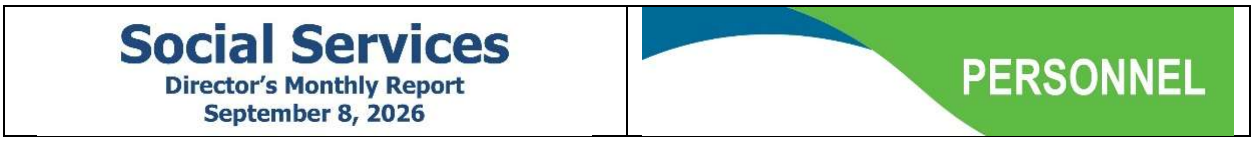
REPORTS AND COMMENTS
Chairman Brittain issued a reminder of the upcoming Board of Commissioners meeting. He also invited youth groups to lead the Pledge of Allegiance at future meetings and encouraged faith leaders to contact the Clerk's Office if interested in delivering an invocation.

RESULT:	**NO ACTION TAKEN.**

OTHER DISCUSSION ITEMS - NONE

ACTION ITEMS

DSS – DEPARTMENTAL UPDATE FOR THE PERIOD ENDING JULY 31, 2026
Korey Fisher-Wellman, DSS Director, presented the DSS departmental update as follows:



Hiring and Separation Report

July 2026

Current Openings:

Position Title	Position #:	Status
IMC II	51403	
IMC II	51395	
IMC III Leadworker	51769	
IMC II	51375	
IMC III Leadworker	51367	
IMC II	51381	
IMC II	51380	
IMC II	51363	
IMC II	51767	
SOCIAL WORKER IA&T	51441	
SOCIAL WORKER IA&T	51776	
SOCIAL WORKER IA&T	51778	
SOCIAL WORKER IA&T	51905	
SOCIAL WORKER IA&T	51906	
SOCIAL WORKER IA&T	51866	
SOCIAL WORKER III	51461	
SOCIAL WORKER III	51460	

Separations:
Total = 3

Number of Hirings:
Total = 1
IMC II = 1

BURKECOUNTY

OPERATIONS

Economic Services MOU Data

METRICS PER MOU						
	FOOD AND NUTRITION SERVICES					
		MOU MEASURE	95%	95%		
ACTIVE RECIPIENTS	ACTIVE CASES	APP TIMELINESS RATE- REGULAR	APP TIMELINESS RATE-EXPEDITE	RECERT TIMELINESS RATE		
9,792	5,131	Achieved	Achieved	Achieved		
WORK FIRST FAMILY ASSISTANCE AND EMPLOYMENT SERVICES						
ACTIVE RECIPIENTS	ACTIVE CASES	MOU MEASURE	95%	95%		
			APPLICATION TIMELINESS	RECERT TIMELINESS RATE		
69	46		Achieved	Achieved		
MEDICAID		MOU MEASURE	90	90	95	
TOTAL MEDICAID RECIPIENTS	ACTIVE CASES		REPORT CARD MAD	REPORT CARD OTHER	Straight Through Processing	
27,923	22,934		Achieved	Achieved	Achieved	
SPECIAL ASSISTANCE						
	MOU PERFORMANCE MEASURE			85%	85%	
SA ACTIVE CASES				SAA TIMELINESS APPLICATIONS	SAD TIMELINESS APPLICATIONS	
249				Achieved	Achieved	
ENERGY PROGRAMS						
	MOU PERFORMANCE MEASURE				95%	95%
	CIP APPLICATIONS PROCESSED	LIEAP APPLICATIONS PROCESSED			% PROCESSED TIMELY -NO SOURCE 1 DAY	% PROCESSED TIMELY -WITH SOURCE 2 DAYS
	321	0			Achieved	Achieved
CHILD CARE SUBSIDY						
		PERFORMANCE MEASURE		95%		
	ACTIVE CASES			APPLICATION TIMELINESS		
	375			Achieved		

Economic Services Update

MEDICAID

	AGED OR DISABLED ADULT ACTIVE PARTICIPANTS Does not include MXP or FP cases	ADULT ACTIVE CASES *Does not include MXP or FP cases	FAMILY AND CHILDREN ACTIVE PARTICIPANTS	FAMILY AND CHILDREN ACTIVE CASES	TOTAL MEDICAID APPLICATIONS TAKEN	TOTAL MEDICAID REVIEWS	TOTAL MEDICAID REVIEWS WITHOUT WAIVERS	CAP REFERRALS	LTC REFERRALS	TOTAL MEDICAID RECIPIENTS	TOTAL NEMT TRIPS	REPORT CARD MAD	REPORT CARD OTHER	RECERT COMPLETION TIMELINESS RATE	Straight Through Processing	Total
MOU MEASURE												90	90	95		
JUL	5327	7,734	23,544	15,333	382	1435		2	18	28,873	*	93%	95%		100%	95%
AUG	5283	7,753	23448	15,418	325	1386		1	12	28,731	823	100%	96%		100%	96%
SEP	5289	7,744	23471	15,459	378	1586		2	16	28,740	756	100%	94%		100%	94%
OCT	5311	7,747	23422	16,290	398	1606		1	16	28,733	638	100%	98%		100%	98%
NOV	5342	7,755	23,381	15,465	472	1825		2	12	28,723	624	100%	96%		100%	97%
DEC	5313	7,761	23,324	15,542	560	1890		3	15	28,637	832	100%	95%		100%	96%
JAN	5319	7,748	23194	15,527	531	503		2	19	28,513	606	100%	93%		100%	93%
FEB	5318	7,781	23123	15,439	405	1893		2	10	28,441	809	100%	87%		100%	88%wa
MAR	*	7,826	*	15,420	504	1767		3	11	28,446	933	90%	94%	*	100%	94%
APR	5368	7,836	22876	15,301	413	1651		5	20	28,246	849	92%	95%	*	100%	94%
MAY	5369	7,791	22750	15,224	456	1423		2	15	28,121	910	100%	94%	*	100%	94%
JUN	5389	7,770	22532	15,170	461	1337		2	10	27,925	986	100%	95%	*	100%	95%
JUL	5387	7,798	22,596	15,136	467	1239		0	20	27,923	975	100%	95%	*	100%	95%

Economic Services Update

FOOD AND NUTRITION SERVICES

	ACTIVE RECIPIENTS	ACTIVE CASES	APPLICATIONS TAKEN	APP TIMELINESS RATE-REGULAR	APP TIMELINESS RATE-EXPEDITE	RECERT TIMELINESS RATE	RECERTS COMPLETED	FNS EBT BENEFITS
MOU MEASURE				95%	95%	95%		
JUL	10,715	5,556	594	96.83%	96.84%	98.74%	548	1,760,696.00
AUG	10,783	5602	558	99.52%	99.31%	98.86%	528	1,778,789.00
SEP	10,794	5605	580	99.13%	97.98%	99.41%	509	1,752,253.00
OCT	10,695	5568	512	99..07%	99.02%	98.65%	445	1,797,705.00
NOV	10,418	5445	417	99.15%	98.81%	99.70%	336	1,759,731.00
DEC	10,269	5389	479	100.00%	100%	99.36%	336	1,721,688.20
JAN	10,112	5307	505	96%	99.09%	97.51%	482	1,662,857.00
FEB	9,992	5228	542	100.00%	98.15%	98.15%	432	1,645,153.00
MAR	9,889	5197	543	98.45%	99.28%	99.21%	505	1,647,954.00
APR	9,805	5142	500	99.45%	97.98%	99.49%	587	1,618,144.00
MAY	9,754	5091	540	100.00%	100.00%	99.00%	564	1,645,145.00
JUN	9,735	5,082	572	98.59%	98.98%	98.01%	569	1,635,049.00
JUL	9,792	5,131	524	99.14%	99.07%	99.36%	467	1,651,828.00

ADULT SERVICES UPDATE



Guardianship
- Total Wards: 81
- Contracted Wards: 17

SAIH (Special Assistance In-Home)
- Active Cases: 67
- State Average Caseload: 25-30

CAP (Community Alternatives Program)
- Current Enrollment: 122
- Waiting list for CAP: 37

July APS Data

Category	Number	Notes
Total APS Reports Received	38	
APS Reports Screened In	17	Reports meeting criteria for an investigation
Substantiated Cases	3	
Confirmed Cases	4	Includes substantiations and other confirmations
Cases Opened for Services	4	Ongoing support and case management
Outreach Cases Assigned	8	Proactive engagement with at-risk adults
Service Referrals	17	Referrals for supportive community services
Guardianship Referrals	6	Referrals for potential legal guardianship

BURKECOUNTY

What is CAP/DA

- Community Alternatives Program for Disabled Adults (CAP/DA) is a North Carolina Medicaid Home- and Community-Based Services (HCBS) waiver that helps eligible adults with significant disabilities remain safely in their homes and communities rather than entering or remaining in a nursing facility.
- CAP/DA uses Medicaid dollars to bring services into the home, helping people who would otherwise be at risk of institutionalization remain safely in their community."



What is CAP/DA

CAP/DA provides:

- 🏠 **In-home supports** to help individuals remain at home
- 🤝 **Care coordination/case management** based on the individual's needs
- 🧑‍🦽 **Personal care and in-home aide services**
- 🍽️ **Meal preparation and delivery**
- 🛟 **Respite services** to support caregivers
- 🔧 **Home modifications, equipment and assistive technology**
- 🚨 **Personal Emergency Response Services**
- 🔄 **Community transition services** for individuals moving from institutional settings back into the community

Who is CAP/DA for?
Generally, CAP/DA serves adults age 18 and older who:

- Have a disability or significant functional needs
- Meet nursing-facility level of care
- Are at risk of institutionalization
- Qualify for the applicable Medicaid requirements
- Need at least one CAP/DA service to safely remain in or return to the community

CAP vs SAIH

CAP vs. SA/IH

Two Programs. One Goal: Helping People Remain Safely at Home.

Feature	CAP/DA	SA/IH
Purpose	Medicaid Home- and Community-Based Services (HCBS) waiver that provides services and supports to help eligible adults remain in or return to the community rather than entering or remaining in a nursing facility.	State-funded cash supplement and case management program that helps eligible adults remain safely at home by providing monthly payments and supportive services.
Funding Source	Medicaid (Federal and State)	State of North Carolina
Who It Serves	• Adults age 18 and older • Have a disability or significant functional needs • Meet nursing-facility level of care • At risk of institutionalization • Meet applicable Medicaid requirements • Need at least one CAP/DA service to remain in or return to the community	• Adults age 18 and older • Meet financial eligibility (income & resources) • Meet nursing-facility level of care • Live in their own home, with family, or in certain community settings • Do not require the level of services available through CAP/DA
What It Provides	A range of in-home and community services based on individual need, including: • Personal care, in-home aide, and nursing services • Respite, meal preparation/delivery • Home modifications, equipment, and technology • Care coordination/case management • Community transition services • Personal Emergency Response Services (PERS)	Monthly cash supplement to help offset the cost of care, plus case management to connect individuals to needed services and resources in the community.
How Funds Are Used	Pays for specific waiver services and supports identified in the person's plan of care.	Provides a monthly cash payment to the individual to help pay for care-related expenses of their choice (e.g., personal care, utilities, food, transportation).
Primary Goal	Provide services and supports that prevent institutionalization or help individuals transition from a facility back to the community.	Provide financial support and case management to help individuals with disabilities remain safely in their homes and communities.
Role of DSS	Complete screening, determine eligibility, develop plan of care, arrange services, and provide ongoing case management.	Complete screening, determine eligibility, approve monthly payment, and provide ongoing case management.

★ Both programs support independence, dignity, and quality of life by keeping people in the communities they call home.

Changes in CAP Referral Process

CAP/DA Referral Process: What Has Changed?

PREVIOUSLY Locally driven referral process	TODAY State-managed referral process
Burke DSS had greater involvement in identifying potential CAP participants and initiating referrals.	**NCLIFTSS/Acentra Health** now serves as the centralized entry point for CAP/DA referrals.
Local CAP agencies had a greater role in the initial assessment and waiver-entry process.	**Initial assessment, eligibility review and waiver-entry functions are centralized through the state's assessment process.**
Counties had greater control over maintaining their CAP participant pipeline.	**Burke DSS has less direct control** over the flow of new participants into our program.
Local slot management was more prominent.	**CAP slots are managed through regional/statewide processes.**

IMPACT ON BURKE DSS

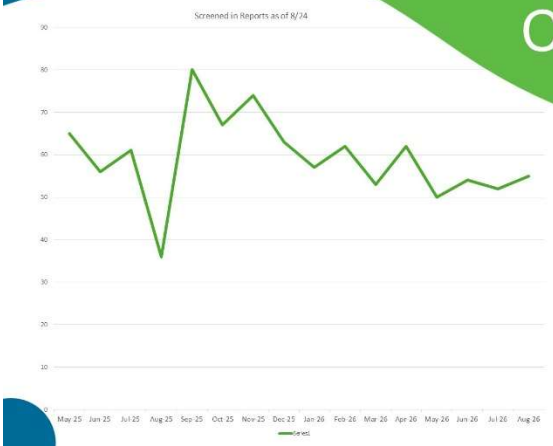
Centralized referrals → Less control over new participants → Unfilled CAP/DA slots → Fewer billable participants → Declining CAP revenue

KEY MESSAGE

Burke DSS continues to provide CAP/DA case management, but changes in the statewide referral and assessment process have reduced our ability to directly identify and bring new participants into the program. When vacancies are not filled, CAP revenue decreases.

The statewide referral/assessment structure was implemented beginning in 2023, with NCLIFTSS/Acentra Health assuming responsibility for processing CAP/DA referrals and initial assessments.

CPS Reports



- Reporting on the rise with school upcoming
- August reports eclipsed previous three months

BURKECOUNTY

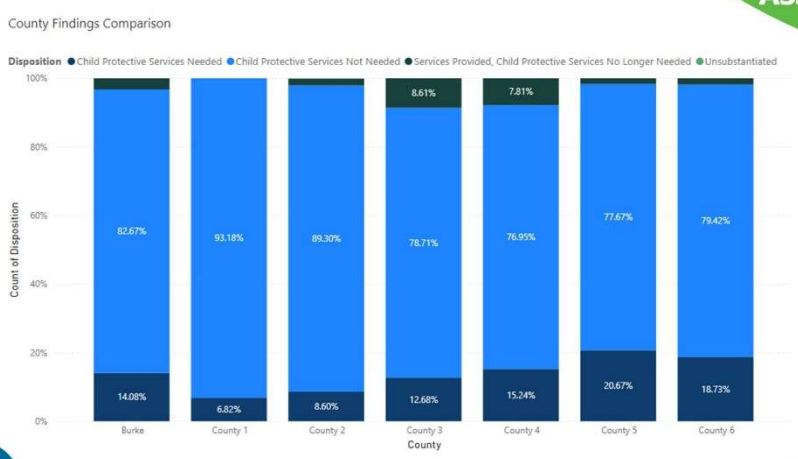
CPS CASELOADS



- Caseload currently at 135 as of 8/24/2026

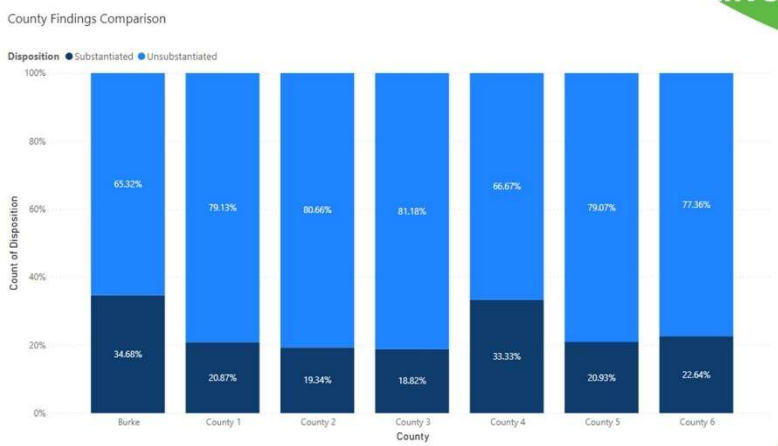
BURKECOUNTY

Assessment



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Investigations



BURKECOUNTY

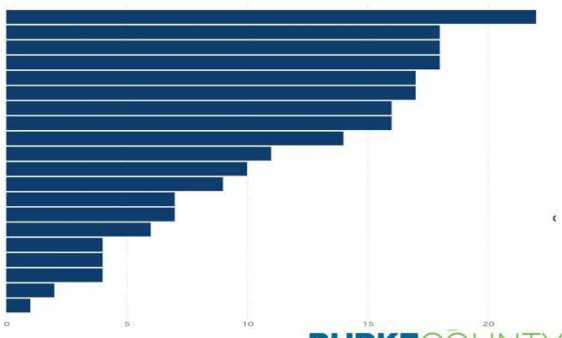
FOSTER CARE UPDATE

Foster Care Snapshot – Burke County

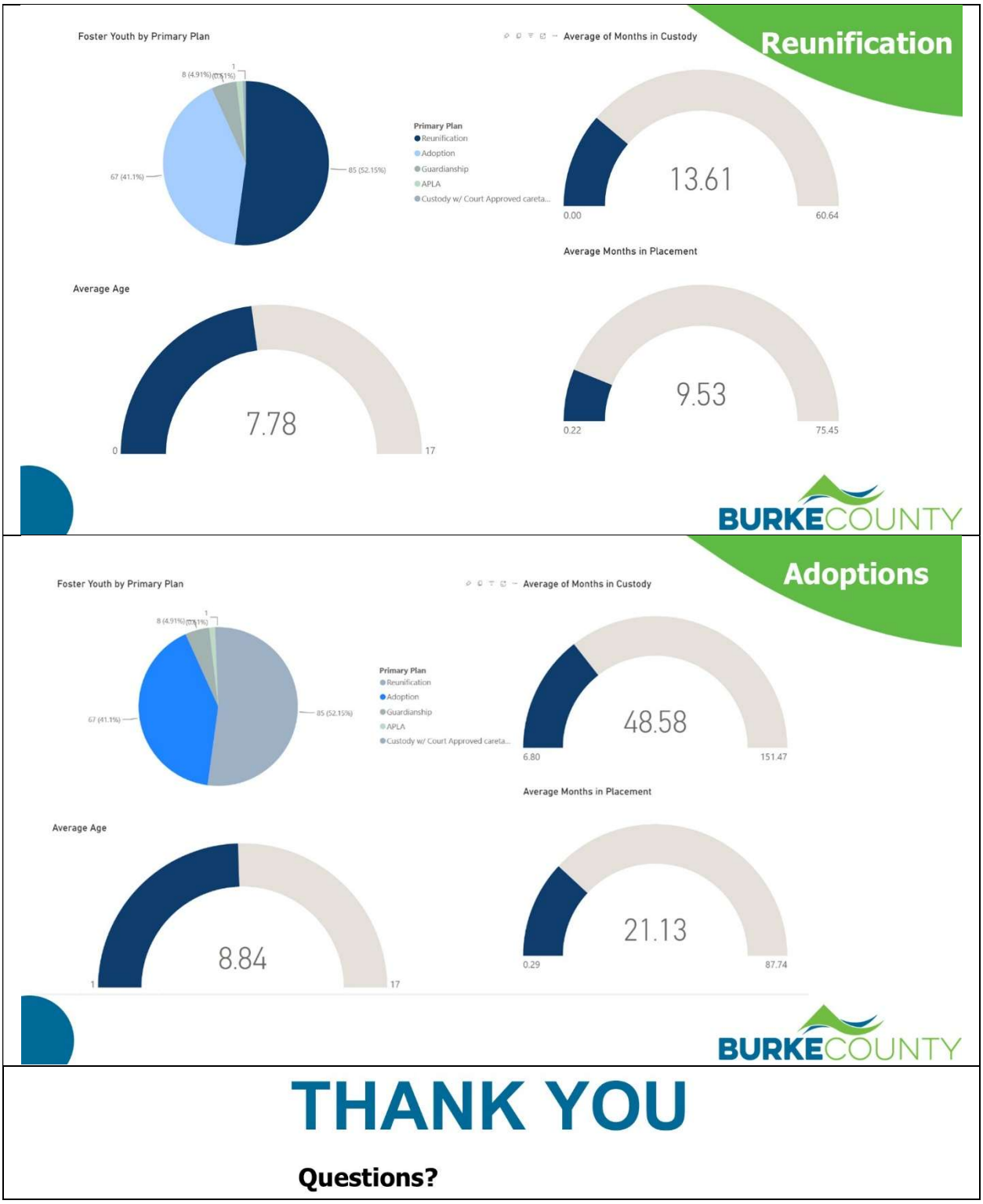
- Total children in foster care: 214
- New entries into care this period 11
- Exits from care this period: 12

- Highest Caseload of 23
- Average of 15

- FC Increase tied to high rate of positive findings



BURKECOUNTY



Chairman Brittain opened the floor for questions or comments, then asked whether the Community Alternatives Program (CAP) could be contracted to an outside provider. Mr. Fisher-Wellman explained that DSS is not required to provide CAP services and that other providers in the community offer the service. However, Burke County's CAP program generated approximately $600,000 in revenue during the previous year, which helps offset the cost of other

Adult Services programs that have limited funding. He stated that rather than discontinuing CAP, DSS could potentially reallocate some staff historically assigned to the program to other areas of Adult Services while maintaining the current level of CAP services and revenue.

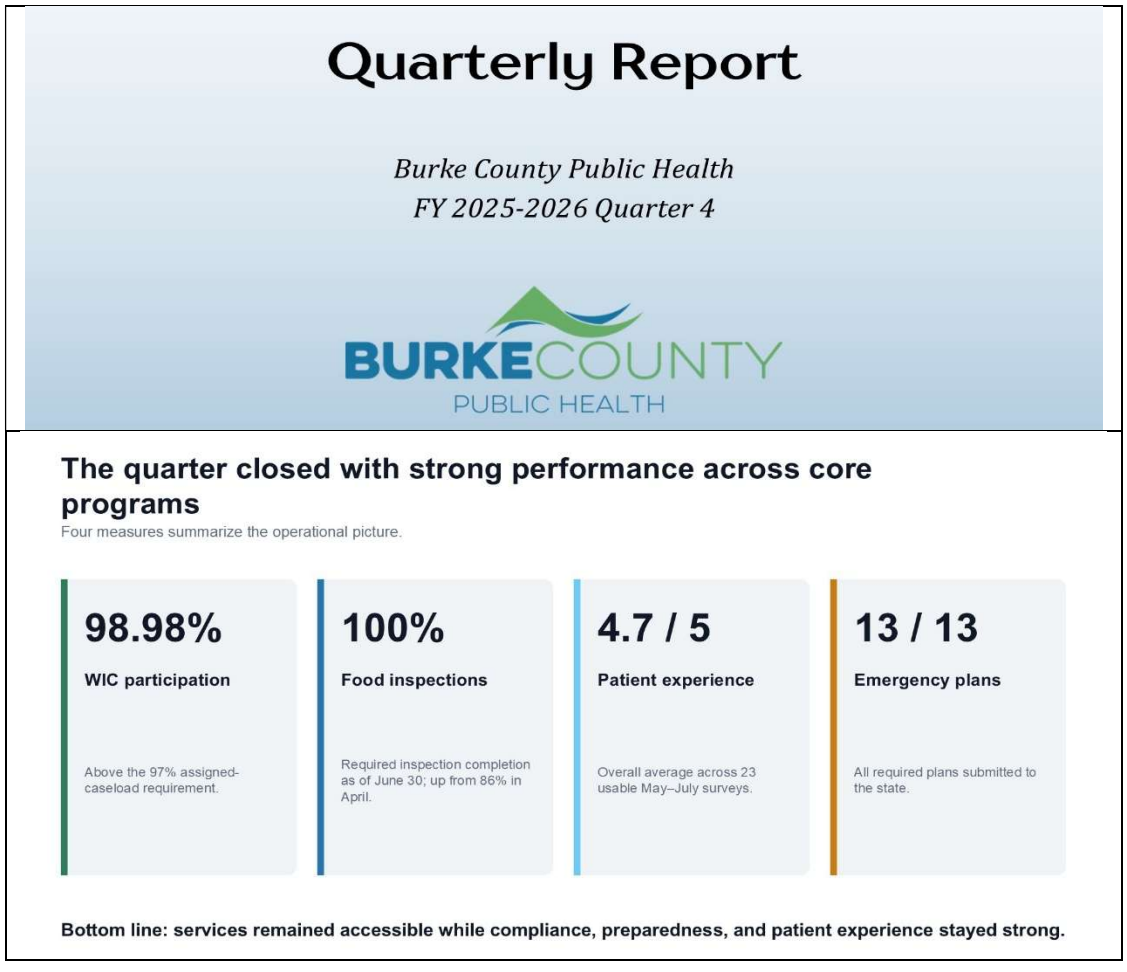
Commissioner Stroud asked about caseloads that appeared higher than the State average. Mr. Fisher-Wellman clarified that the figures relate to Special Assistance In-Home (SA In-Home) services. He explained that changes to the program eliminated the ability to maintain a waiting list, requiring eligible individuals to be served regardless of existing caseload capacity. As a result, caseloads have increased substantially. He stated that reallocating available CAP staff to assist with SA In-Home and other growing Adult Services needs could help address those increased workloads. There being no further discussion, Chairman Brittain called for a motion.

Motion: To accept the July 2026 DSS report as presented.

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

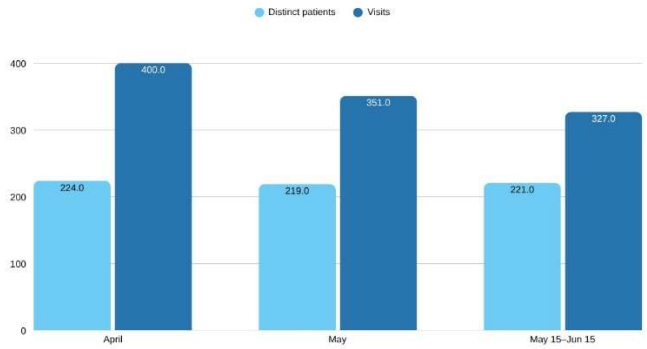
HD - QUARTERLY REPORT FOR THE PERIOD ENDING JUNE 30, 2026

Dr. Ashley Jarret, Interim Health Director, presented the Health Department's quarterly report as follows:



Clinical demand remained steady across three reporting snapshots

Reporting windows overlap; values are shown separately and are not summed.



219–224
Distinct patients
Stable range across the three snapshots.

1.5–1.8
Visits per patient
Calculated within each reporting snapshot.

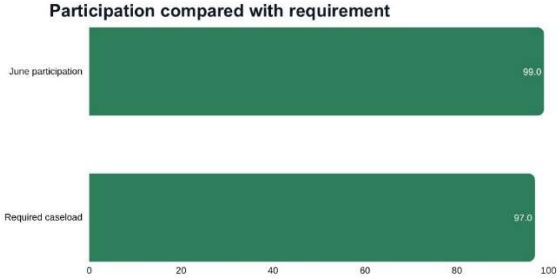
Interpretation

Volume was consistent; the visit mix shifted modestly across the quarter.

WIC remained above target while enrollment demand stayed high

Participation, breastfeeding, appointment, and application measures.

Participation compared with requirement



20.84%
Exclusive breastfeeding
Reported above the state average.

565
May appointments
Participant appointments completed.

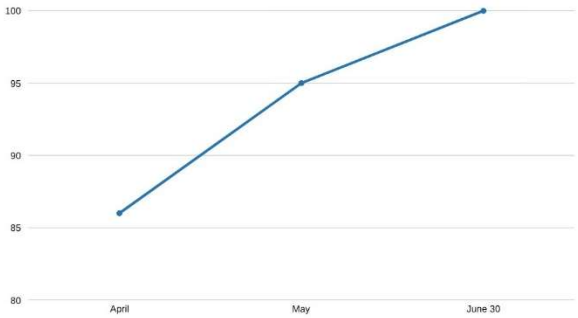
33%
Applications
Share of May appointments representing WIC applications.

+68.75%
Application growth
November 2025 to March 2026.

March also reached 684 kept appointments—the highest monthly total since the prior federal shutdown.

Food inspection completion advanced from 86% to 100%

Final monthly newsletter figures shown; interim department-head snapshots were 92% and 99%.



4–5 weeks
Permit turnaround
Average application-to-permit timeframe for On-Site Water Protection.

64
April applications
Septic, well, repair, and water-sample applications.

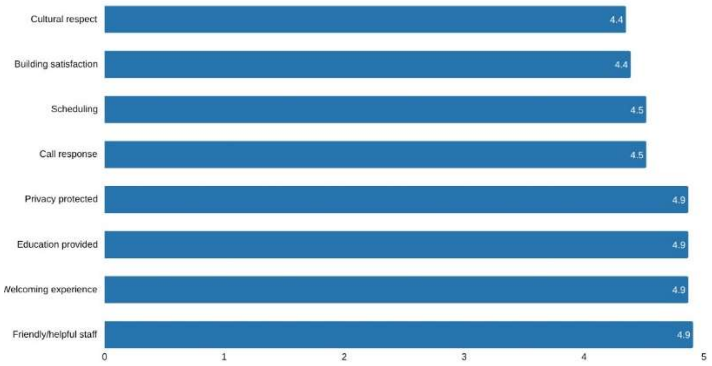
45
May applications
New On-Site Wastewater applications.

Operational improvement

Staff trained on Ground Penetrating Radar and began field use to improve site assessment accuracy and efficiency.

Patient service ratings were high across all measures

May–July 2026 patient satisfaction survey • 23 usable responses



4.7 / 5

Overall average

Across ten rated service dimensions.

94%

Positive ratings

Share of all service ratings scored 4 or 5.

100% answered "Yes"

Questions answered • Building clean and tidy • Office hours convenient

Survey responses also identified food-access needs

Optional social-needs questions; results should be interpreted cautiously due to small sample size.

15%

No regular access to healthy food

3 of 20 respondents answering the question.

20%

Ran out of food

4 of 20 respondents reported running out of food in the past month.

18 of 19

Transportation available

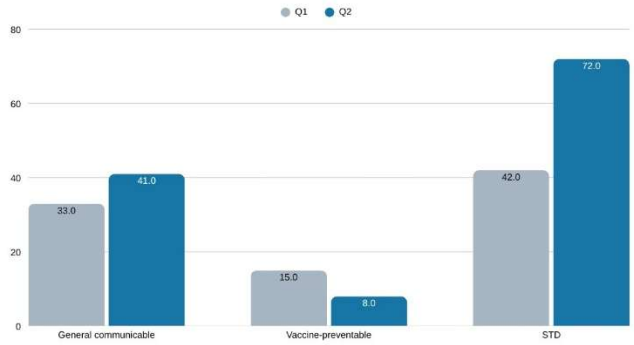
One respondent preferred not to answer.

Implication

Continue screening and referral pathways while collecting a larger, more representative survey sample.

Investigation volume increased while timeliness remained high

Second-quarter communicable-disease investigation performance.



121

Q2 investigations

Up from 90 investigations in Q1.

+34%

Quarter-over-quarter volume

STD investigations increased from 42 to 72.

Q2 timeliness

100% General communicable • 100% Vaccine-preventable • 97% STD

Health Education connected community engagement with planning

Selected April–June education, outreach, and accountability activities.

13+
Named touchpoints
Community events, education sessions, presentations, and public-facing activities.

4
State-facing milestones
CHA approval, CHIP submission, PHAB acceptance, and Local Review Team report submission.

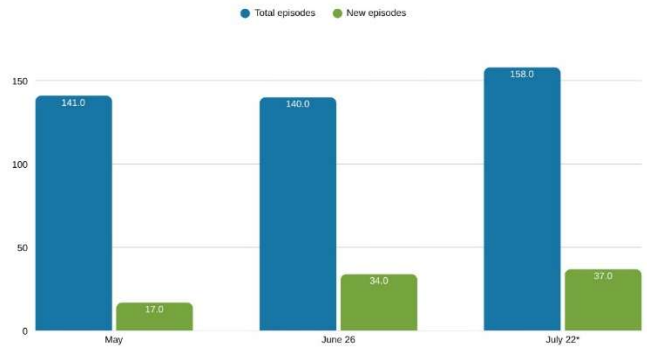
1
Data partnership
NCSSM collaboration examining Burke County cause-of-death trends.

1
Suicide education event
Community Education Night conducted with Burke County Public Schools.

The quarter paired direct community engagement with formal planning and data-development work.

CMARC and CMHRP face a major transition after 2026

Local workload remains substantial as the future contracting model changes.



158
Active episodes
69 CMHRP and 89 CMARC as of July 22.

37
New July episodes
Partial-month total through July 22.

January 1, 2027
Current mandate and shared technology support end; at least one PHP has indicated intent to move services in-house.

Two policy changes require county-level preparation

Operational implications for access, revenue, staffing, and continuity of care.

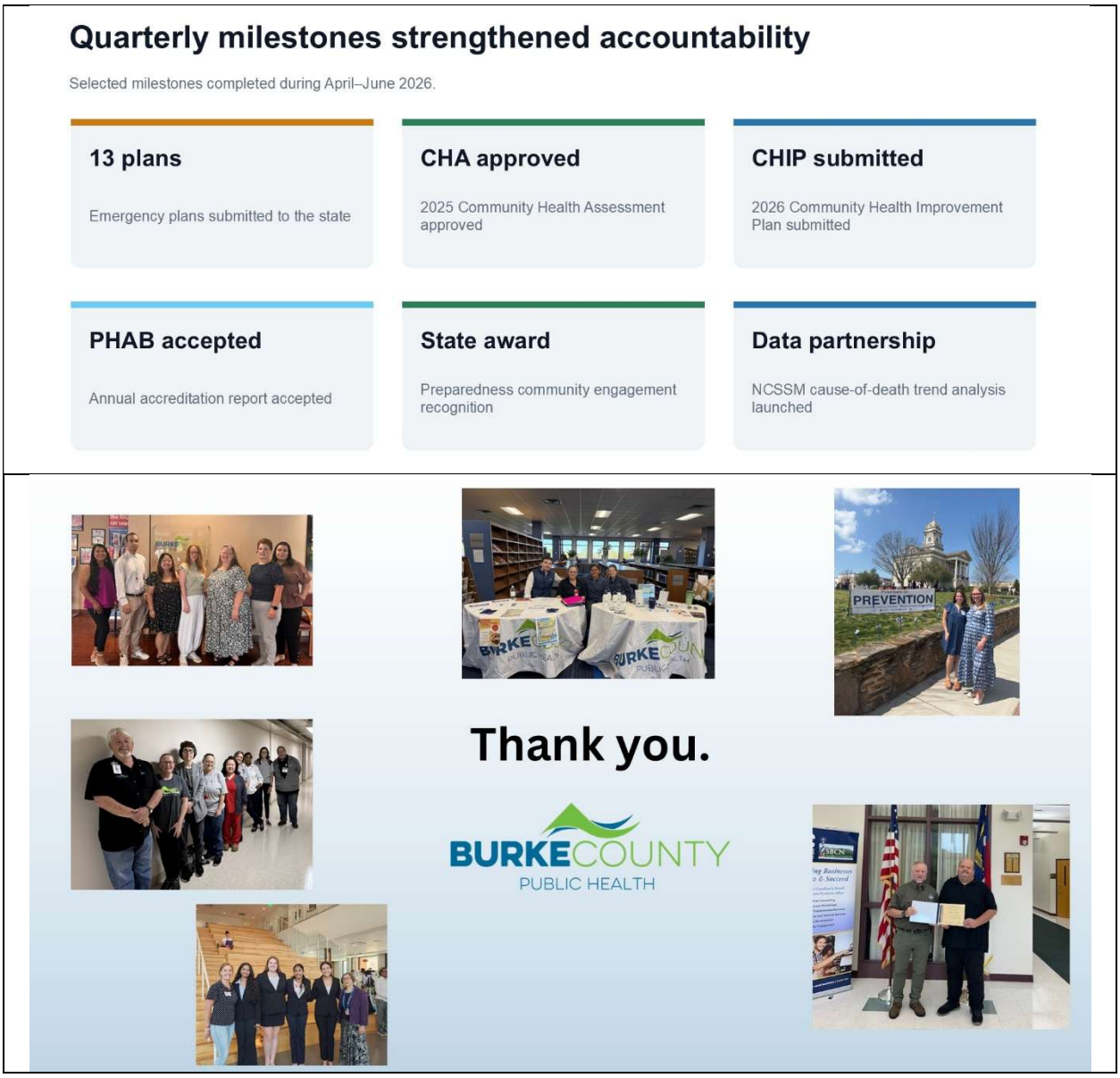
Dec. 31
CMARC/CMHRP support
Current LHD payment and shared technology support end after 2026; the future local role remains uncertain.

Oct. 1
Medicaid coverage change
Certain non-citizens lose Medicaid eligibility beginning October 1, 2026.

Jan. 1
New eligibility rules
Many expansion adults face work/community-engagement requirements and six-month renewals beginning in 2027.

County preparation

Quantify revenue and positions at risk • Protect active-case handoffs • Coordinate messaging with DSS • Prepare language-access and uninsured-care strategies



Chairman Brittain opened the floor for questions or comments. Commissioner Stroud asked about the cost of the CMARC and CMHRP programs to the County. Dr. Jarrett reported budgets of approximately $346,873 for CMARC and $299,672 for CMHRP, with approximately $18,000 in County funding and the remaining revenue primarily generated through contracts with Prepaid Health Plans (PHPs).

Chairman Brittain asked about the contracting process and whether the programs are required services. Ms. Jarrett explained that local health departments may negotiate individually with PHPs, while statewide public health organizations also advocate on behalf of local health departments. She noted that Healthy Blue had already notified the County that it would not renew its contract and confirmed that the programs are not mandated services.

Brian Epley, County Manager, stated that the anticipated changes had been under consideration for some time and that staff had been developing contingency options, including consideration of whether other community providers could serve high-risk pregnancies and children if the County no longer provided the programs. Dr. Jarrett reported that staffing associated with the programs had decreased from six (6) positions to four (4), with another anticipated vacancy on the horizon, and emphasized the County's priority of finding stable employment opportunities elsewhere in the department for affected employees. She added that the Health Department could reassess community care-management needs following the anticipated December 31, 2026, program changes and determine what role the County should play going forward.

Dr. Jarrett also reported that the Health Department is reevaluating its Child Health Program and plans to transition the program to a qualified local health agency with the capacity to meet program requirements and community needs.

Dr. Jarrett concluded with an update regarding a significant rabies exposure associated with a private Burke County event held August 28-30 involving baby goats from a traveling petting zoo. Multiple goats associated with the petting zoo tested positive for rabies. Burke County Public Health completed 83 individual exposure assessments, with 48 residents beginning rabies post-exposure prophylaxis. Staff coordinated treatment and the required series of follow-up vaccinations.

Dr. Jarrett reported that the response involved coordination among Burke County Public Health, Emergency Management, County leadership, the North Carolina Department of Health and Human Services, area hospitals, and surrounding health departments, as the exposure affected residents across multiple counties. She recognized Communicable Disease staff Beverly Ward and Christine Helton for their extensive work assessing residents, coordinating treatment, answering questions, and ensuring potentially exposed individuals received timely preventive care.

Chairman Brittain asked whether sufficient rabies vaccine had been available to respond to the incident. Ms. Jarrett explained that through coordination among the State, local health departments, and hospital systems, vaccine supplies were redistributed as necessary and the local supply was not exhausted. Chairman Brittain commended the team for its response. There being no further discussion, he called for a motion.

Motion: To accept the Fourth Quarter (April 2026-June 2026) Health Department report as presented.

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

BOC- APPOINTMENT OF INTERIM FINANCE DIRECTOR

Brain Epley, County Manager, announced that Margaret Pierce, Finance Director, had submitted her resignation. In order to ensure the continuity of the finance department's operations, it is necessary for the Board of Commissioners to appoint an Interim Finance Director. The proposed designation authorizes the Interim Finance Director to perform pre-audit functions and to sign checks or drafts on an official depository, in accordance with statute.

Motion: To appoint Chandler Bumgarner as Interim Finance Director and adopt Res. No. 2026-19.

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

Morgan Buchanan, Clerk to the Board of Commissioners, administered the oath of office, and then the Board took a commemorative photo.



Depicted from left to right: Brian Epley, Commissioner Stroud, Chandler Bumgarner, Vice Chairman Smith, Chairman Brittain, and Commissioner Barrier.

Resolution No. 2026-19 reads as follows:

BURKE COUNTY
NORTH CAROLINA

A RESOLUTION BY THE COUNTY OF BURKE
TO APPOINT AN INTERIM FINANCE DIRECTOR

WHEREAS, North Carolina General Statute ("NCGS") § 159-24 of the Local Government Budget and Fiscal Control Act requires each local government to have a Finance Officer at all times who is legally responsible for establishing the accounting system, controlling expenditures, managing cash assets, and preparing financial reports, and provides that the Finance Officer may hold the title of Finance Director or another reasonably descriptive title; and

WHEREAS, the position of Finance Director for Burke County is currently vacant, and it is necessary to ensure continuity in the financial administration and fiscal operations of the County; and

WHEREAS, Chandler Bumgarner currently serves as Accounting Manager for Burke County and was previously designated and appointed as Deputy Finance Officer by the Burke County Board of Commissioners on April 20, 2026; and

WHEREAS, pursuant to NCGS § 153A-82, the County Manager has recommended the appointment of Chandler Bumgarner to serve as Interim Finance Director for Burke County;

NOW, THEREFORE, BE IT RESOLVED by the Burke County Board of Commissioners that the Board hereby approves the appointment of Chandler Bumgarner as Interim Finance Director for Burke County, effective September 8 2026, to serve until a permanent Finance Director and Finance Officer is appointed or otherwise relieved of such duties.

BE IT FURTHER RESOLVED that Chandler Bumgarner shall exercise the powers and perform the duties of Finance Officer prescribed by Chapter 159 of the North Carolina General Statutes and other applicable laws, regulations, and County policies.

BE IT FURTHER RESOLVED that the required faithful performance bond shall be maintained in accordance with NCGS § 159-29.

Adopted this 8th day of September 2026.

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

Attest:

/s/: Morgan Buchanan
Morgan Buchanan
Clerk to the Board of Commissioners

BOC - DESIGNATION OF DEPUTY FINANCE OFFICER
Brian Epley, County Manager, explained that the County has hired Ethan Bumagerner, no relation to Chandler Bumgarnern, as the Deputy Finance Director, and this was a request to deputize him.

Additional information from the agenda packet:

> North Carolina General Statutes § 159-24, 159-25, and 159-28 authorize the Board of Commissioners to designate one or more Deputy Finance Officers to perform certain financial duties, including preaudit certification and the execution of checks or drafts on an official depository. To support ongoing

financial operations, it is recommended that the Board designate Ethan Bumgarner as a Deputy Finance Officer. The proposed designation authorizes Mr. Bumgarner to perform preaudit functions and to sign checks or drafts on an official depository, in accordance with statute, in the absence or unavailability of the Finance Officer.

Motion: To adopt Res. No. 2026-20 designating Ethan Bumgarner as Burke County Deputy Finance Officer.

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

Resolution No. 2026-20 reads as follows:

BURKE COUNTY
NORTH CAROLINA

A RESOLUTION BY THE COUNTY OF BURKE
TO DESIGNATE A DEPUTY FINANCE OFFICER

WHEREAS, the Burke County Board of Commissioners, pursuant to North Carolina General Statute ("NCGS") § 159-24 of the Local Government Budget and Fiscal Control Act, has approved the appointment of a Finance Officer to serve the County with the powers and duties prescribed by law; and

WHEREAS, NCGS § 159-25(b) provides that checks or drafts on an official depository shall be signed by the Finance Officer or a properly designated Deputy Finance Officer and countersigned by another official designated for that purpose by the governing board; and

WHEREAS, NCGS § 159-28 authorizes the Finance Officer or a Deputy Finance Officer approved by the governing board to perform the preaudit certification required by the Local Government Budget and Fiscal Control Act; and

WHEREAS, the County believes that it is beneficial to the daily operations of the County to designate a Deputy Finance Officer to act in the absence or unavailability of the Finance Director;

NOW, THEREFORE, BE IT RESOLVED by the Burke County Board of Commissioners that Ethan Bumgarner is hereby designated and appointed as Deputy Finance Officer for Burke County, with authority to perform the preaudit of obligations and to sign checks or drafts on an official depository in accordance with NCGS §§ 159-25 and 159-28, in the absence or unavailability of the Finance Officer, effective September 8th, 2026.

Adopted this 8th day of September 2026.

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

Attest:

/s/: Morgan Buchanan
Morgan Buchanan
Clerk to the Board of Commissioners

CM — DESIGNATION OF PLANNING DIRECTOR AS ZONING ADMINISTRATOR
Brian Epley, County Manager, requested the appointment of Bradley Kirkley, Planning Director, as the Burke County Zoning Administrator.

Additional information from the agenda packet:

> The Burke County Zoning Ordinance provides for the designation of a Zoning Administrator to administer and enforce the provisions of the ordinance, including the review and issuance of zoning permits, site plan review, enforcement activities, and other duties authorized by the ordinance. The proposed resolution formally designates the Burke County Planning Director to also serve as Zoning Administrator, with the duties, powers, and responsibilities assigned to that role under the Burke County Zoning Ordinance. The designation will be retroactive to the effective date of Bradley Kirkley's appointment as Planning Director.

Motion: To adopt Res. No. 2026-21 as presented, designating Burke County Planning Director Bradley Kirkley to act as Zoning Administrator.

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

Resolution No. 2026-21 reads as follows:

BURKE COUNTY
NORTH CAROLINA

RESOLUTION DESIGNATING THE PLANNING DIRECTOR AS THE ZONING ADMINISTRATOR AS PROVIDED BY THE BURKE COUNTY ZONING ORDINANCE

WHEREAS, the Burke County Zoning Ordinance designates that the Zoning Administrator is to be a planning department staff member responsible for the review and issuance of zoning permits;

WHEREAS, the Burke County Zoning Ordinance, Section 8.3, states that the Zoning Administrator is authorized and empowered on behalf of the Board of Commissioners to administer and enforce the provisions of the Burke County Zoning Ordinances, including:

1. Receiving applications,
2. Inspecting premises,
3. Issuing zoning and compliance permits,
4. And reviewing and taking appropriate action on site plans, in conformance with the provisions of this ordinance; and

WHEREAS, the Burke County Zoning Ordinance, Section 8.3, states that the Zoning Administrator shall have authority on behalf of the Board of Commissioners to administer and enforce the Burke County Zoning Ordinance, including:

1. Ordering in writing the remedy of any violation of this ordinance with the approval of the Planning Director,
2. Commencement of legal action, including injunction, abatement, or the appropriate action to ensure compliance with this ordinance.

WHEREAS, the Burke County Zoning Ordinance, Section 8.3, further states that the Zoning Administrator has the authority to take final action on minor variances not to exceed twenty percent (20%) of the total setback requirement, lot size, or accessory building size. The Zoning Administrator does not have the authority to take final action on applications that require final action by the Board of Commissioners, the Planning Board, or the Board of Adjustment;

WHEREAS, the Board of Commissioners has determined it appropriate that the Planning Director also hold the title and role of Zoning Administrator, with all powers and duties stated in the Burke County Zoning Ordinance; and

THEREFORE, the Board of Commissioners of Burke County resolves that:

1. The Burke County Planning Director is hereby also designated as the Zoning Administrator.

2. The Burke County Planning Director hereby has the same duties, powers, and obligations delegated to the Zoning Administrator by the Burke County Zoning Ordinance.

3. The designation provided hereby, including all duties, powers, and obligations, is retroactive to April 20, 2026.

Adopted this 8th day of September 2026.

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

Attest:

/s/: Morgan Buchanan
Morgan Buchanan
Clerk to the Board of Commissioners

CM- FALL 2026 CITIZENS ACADEMY APPLICANTS
Brian Epley, County Manager, requested that the Board approve 20 applicants for the fall 2026 Citizens Academy. This free, seven-week program will educate residents about county government through themed weekly sessions held from September 10–October 22. Sessions will take place on Thursdays from 5:30 p.m. to 7:30 p.m. at rotating locations throughout the county.

Motion: To approve the selection of Ryan Morgan, Karen Reeverts, Trina Farris, Samantha

Risley, Yanira Paulette, Alexandria Franklin, Zachary Sauls, Rita Bonner, Roy Cooke, Caleb Gardner, Carol Brown, Guido Sampaolo, David Gazjuk, Virginia "Jennie" Cook, and Alexandria Thompson as part of the Fall 2026 class for Burke County Citizens Academy. Further, to grant a residency waiver if needed.

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

ADJOURN
Motion: To adjourn the meeting at 5:39 p.m.

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

Approved this 21st day of September 2026.

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Jeffrey C. Brittain, Chairman
Burke County Board of Commissioners

Attest:

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Morgan Buchanan
Clerk to the Board of Commissioners