

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
FEBRUARY 15, 2021
6:00 P.M.**

The Brunswick County Board of Commissioners met in Regular Session on the above date at 6:00 p.m., Commissioners’ Chambers, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.

- PRESENT: Commissioner Randy Thompson, Chairman
 Commissioner Mike Forte, Vice-Chairman
 Commissioner J. Martin Cooke
 Commissioner Pat Sykes
- ABSENT: Commissioner Frank Williams
- STAFF: Randell Woodruff, County Manager
 Bob Shaver, County Attorney
 Steve Stone, Deputy County Manager
 Julie Miller, Finance Director
 Andrea White, Clerk to the Board
 Jared Galloway, Deputy Clerk to the Board
 Neal Galloway, MIS
 Meagan Kascsak, Communications Director
 Sgt. Tate Bond, Sheriff’s Office

Board Action, containing all items in this set of minutes, is filed within the Clerk to the Board’s office.

I. CALL TO ORDER

Chairman Thompson called the meeting to order at 6:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Chairman Thompson gave the Invocation and led the Pledge of Allegiance.

Commissioner Williams was absent due to a family illness. Chairman Thompson asked that everyone remember them during this trying time.

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chairman Thompson asked for adjustments to the agenda. No adjustments were requested.

Vice-Chairman Forte moved to approve the agenda. The motion was seconded by Commissioner Sykes and passed unanimously (4 to 0).

IV. PUBLIC COMMENTS

Chairman Thompson announced that no one signed up to speak.

V. APPROVAL OF CONSENT AGENDA

Commissioner Cooke moved to approve the Consent Agenda as presented. The motion was seconded by Commissioner Sykes and passed unanimously (4 to 0). The following items were approved:

1. **Administration - Surplus Property Offers for Upset Bid Process**
Accepted, subject to the upset bid process, the following offers submitted for surplus parcels that met the value parameters previously established by the Board:

Parcel	Location	Size	Tax Value	Acquired	Cost	Bid
142HA056	Robin Rd, BSL	.73 acre	\$8,800.00	4-1-2014	\$3,300.00	\$3,300.00
142HA057	Robin Rd, BSL	.36 acre	\$4,400.00	4-1-2014	\$1,670.00	\$1,680.00

2. **Board Appointment - Brunswick Senior Resources, Inc.**
Appointed Mr. Dan Bruneau to the Brunswick Senior Resources, Inc. Board to fill the unexpired term, expiring June 30, 2021, representing District 5.
3. **Board Appointment - Substance Use and Addiction Commission**
Appointed Ms. Jennifer Lucas to the unexpired seat representing the Brunswick County School Board on the Brunswick County Substance Use and Addiction Commission with a term expiring June 30, 2023.
4. **Clerk to the Board - Meeting Minutes**
Approved the draft minutes from the February 1, 2021 Regular meeting and the February 1-2, 2021 Workshop.
5. **Finance - Fiscal Items**
Approved Budget Amendments, Capital Project Ordinances, and Fiscal Items of a routine nature.
 - **Insurance Proceeds Emergency Services Budget Amendment**
Appropriated insurance proceeds for the replacement of a total loss Stryker power pro stretcher.
 - **Financial Statements for January 2021 (unaudited)**
Included Summary Information for General and Enterprise Funds, key indicators of Revenues and Expenditures and Cash and Investments. All reports provided at <http://brunswickcountync.gov/finance/reports>.
6. **Finance - Property & Fixed Asset Policy Amendment**
Approved amendments to the Fixed Asset Policy to include the elimination of information under the Disposal of Surplus Property section to make reference to this section in the Brunswick County Contract and Purchasing Policy and to follow the Finance Departments procedures for transfer and disposal, and added under section 5. Property (Under \$5,000 Fixed Asset Capitalization Threshold) the following: *An inventory of property with a purchase price greater than \$500 but not meeting the capitalization threshold of \$5,000 must be maintained by the department. This inventory must be current and accurate and updated as changes occur, or at a minimum, semiannually.* The policy was also renamed Property & Fixed Asset Policy and sections were updated for current accounting policies.
7. **Health and Human Services - Health Services - AA-543 ELC Enhanced Detection Activities (Revision 1)**
Approved the Agreement Addendum for 543 ELC Enhancing Detection Activities (Revision 1) and authorized the Health Director's executing signature on the agreement form.
8. **Health and Human Services - Health Services - AA-716 - CDC COVID-19 Vaccination Program**
Approved the Agreement Addendum for activity 716 - CDC COVID-19 Vaccination Program and authorized the Health Director's executing signature on addendum form.
9. **Health and Human Services - Public Housing: Request to Schedule a Public Hearing**
Scheduled a public hearing on April 19, 2021 to hear any comments or suggestions on the Public Housing Agency goals, objectives and policies.
10. **Health and Human Services - Social Services - Southeastern Community and Family Services, Inc. Community Service Block Grant Application FY 2021 - 2022**
Reviewed the provided information on Southeastern Community and Family Services' Community Service Block Grant refunding application for FY 2021-2022 and authorized the clerk to sign the provided documentation form.
11. **Tax Administration - Annual Tax Advertisement Order for 2020 Unpaid Tax Liens**
Approved the advertisement of 2020 unpaid tax liens on real property.
12. **Tax Administration - February 2021 Releases**
Approved the February 2021 releases.
13. **Utilities - Northeast Brunswick Regional WWTP Emergency Biosolids Disposal**
Approved a temporary contract price adjustment submitted by Bio-Green Services Inc., for emergency hauling of biosolids from the Northeast Brunswick Regional WWTP. The temporary adjustment will allow Bio-Green Services to haul 400,000 gallons of biosolids at a cost not to exceed \$34,000 from the Northeast Brunswick Regional WWTF to Lewis Farms

and Liquid Waste Inc. The temporary adjustment will increase the previously approved contracted price from (.045/gallon) to (.095/gallon).

- 14. **Utilities - West Brunswick Regional WWTP Emergency Biosolids Proposal**
Approved the proposal and subsequent contract submitted by EMA Resources Inc., for emergency dewatering and hauling of biosolids in the amount of \$123,000 from the West Brunswick Regional WWTF to the McGill Composting facility and authorized the County Manager to sign a purchase order for the associated tipping fee for disposal at the McGill Compost facility in the amount of \$25,600.

VI. PRESENTATION

- 1. **Administration - BTS Community Connectivity Plan**
Request that the Board of Commissioners receive a presentation on the recently completed Community Connectivity Plan from Yvonne Hatcher, Executive Director of Brunswick Transit Service, Inc.

Ms. Hatcher presented the highlights of the recently completed Community Connectivity Plan and briefly discussed possible future services and the potential access of non-local funding streams that have not previously been used by Brunswick Transit Service (BTS). A brief discussion was held regarding the anticipated receipt of COVID funding from NCDOT through the Department of Health and Human Services. COVID funding received last year allowed BTS to provide free fares beginning in March 2020. BTS has applied for non-COVID related funding through GSATS (Grand Strand Area Transportation Study) and is also seeking information to determine if they qualify for COVID related funds from South Carolina. No action was taken.

- 2. **Administration - Introduction of Interim Cooperative Extension Director**
Request that the Board of Commissioners hear a statement of introduction from Interim Cooperative Extension Director Dalton Dockery, Ph.D.

Dr. Dockery shared that he is currently the Extension Director in Columbus County and is serving as Brunswick County's Interim Director while working to fill the position. Following a brief discussion on an anticipated hiring timeline, the Board welcomed Dr. Dockery to Brunswick County. No action was taken.

VII. PUBLIC HEARING

- 1. **Planning - Z-800 (Kirstie Dixon, Planning Director)**
Request that, after the Public Hearing, the Board of Commissioners consider amending the Brunswick County Unified Development Ordinance Map from C-LD (Commercial Low Density) to C-I (Commercial Intensive).

Ms. Dixon explained that rezoning case Z-800 is a request to rezone from C-LD to C-I. The case went to the Planning Board on November 9, 2020 and was denied as the Planning Board felt that the request was not appropriate for the area. The applicant appealed on November 16, 2020, within the allowed timeframe included in the Ordinance, and the Public Hearing was scheduled for January 19, 2021. The applicant requested a continuance on the day of the meeting and the Board of Commissioners continued the case until February 15, 2021. The applicant has met with staff and requested that the case be sent back to staff for consideration. Within the UDO, the Board has three options; 1) approve the rezoning, 2) deny the rezoning, or 3) send the case back to the Zoning Administrator for additional consideration.

Following discussion, Vice-Chairman Forte moved to send the case back for consideration. Further discussion of the options resulted in Vice-Chairman Forte withdrawing his motion as the Board deliberated.

Vice-Chairman Forte moved to send the case back for consideration. The motioned was seconded by Commissioner Cooke and passed 3 to 1 (Ayes: Forte, Cooke, Thompson; Nay: Sykes).

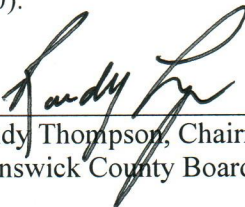
Chairman Thompson briefly addressed the audience regarding the decision of the Board and the intention of the Planning Board to take action that is in the best interest of everyone involved.

VIII. OTHER BUSINESS/INFORMAL DISCUSSION

No items were brought forth.

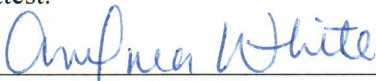
IX. ADJOURNMENT

Commissioner Sykes moved to adjourn the meeting at 6:38 p.m. The motion was seconded by Vice-Chairman Forte and passed unanimously (4 to 0).



Randy Thompson, Chairman
Brunswick County Board of Commissioners

Attest:



Andrea White, NCCCC
Clerk to the Board

