

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
FEBRUARY 1, 2021
3:00 P.M.**

The Brunswick County Board of Commissioners met in Regular Session on the above date at 3:00 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 Pat Sykes
Commissioner Frank Williams
- ABSENT:

Commissioner J. Martin Cooke
- 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 Kasczak, Communications Director
Cpt. Lamar Siler, 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 3:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

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

III. ADJUSTMENTS/APPROVAL OF AGENDA

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

Commissioner Sykes moved to approve the agenda as presented. The motion was seconded by Commissioner Williams and passed unanimously (4 to 0 Commissioner Cooke being absent).

IV. PUBLIC COMMENTS

There were no public comments.

V. APPROVAL OF CONSENT AGENDA

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

1.

Board of Elections - Grant Funds Appropriation
Accepted and appropriated 2020 CARES Act Supplemental Funds and Center for Tech and Civic Life Grant Funds to provide additional funding for COVID-related expenses for election day, supplemental pay for election day poll workers, and a daily bonus for one-stop workers.
2.

Clerk to the Board - Meeting Minutes
Approved the draft minutes from the January 19, 2021 Regular Meeting.
3.

County Attorney - Artesa Village Apts. Deed of Dedication
Accepted the Deed of Dedication for water and sewer infrastructure for Artesa Village Apartments.

4. **County Attorney - Landmark at Lighthouse Cove Deed of Dedication**
Accepted the Deed of Dedication for water and sewer infrastructure in Landmark at Lighthouse Cove.
5. **County Attorney - Southwest Library Easement Agreement**
Approved an easement agreement regarding the movement of the Southwest Library entrance and authorized the Manager to execute upon final approval of the County Attorney.
6. **Emergency Services - LUCAS Chest Compression Device**
Approved the purchase of 8 LUCAS Chest Compression Devices using the CARES Act funding received by Emergency Medical Services and authorized the Chairman and the Clerk to the Board to execute the contract, subject to review and approval by the County Attorney.
7. **Emergency Services - McGrath Laryngoscope Purchase Approval**
Approved the purchase of 25 McGrath Laryngoscopes using CARES Act Funding received by Emergency Medical Services and authorized the Chairman and the Clerk to the Board to execute the contract, subject to review and approval by the County Attorney.
8. **Finance - Fiscal Items**
Request that the Board of Commissioners approve Budget Amendments, Capital Project Ordinances, and Fiscal Items of a routine nature on the consent agenda.
 - **Sheriff's Office Concealed Handgun Permit Budget Amendment**
Appropriated \$80,000 of concealed weapons permits revenue estimated through June 30, 2021 for payment of the NC Bureau of Investigation Concealed Handgun Permit Fees.
 - **Child Health Special Projects Budget Amendment**
Health Services received \$1,000 of funds donated as part of Early College High School Key Club student project to purchase car seats for parents that are unable to afford this necessary item. The Health Services car seat coordinator plans to purchase as many car seats and related supplies as possible before 2020-2021 FY end and distribute on a first come, first serve basis once client needs have been verified.
 - **Health Services Additional State Revenues Budget Amendment**
Appropriated \$3,726 of additional State funding for the Breast-Feeding Peer Counselor FY20-21 agreement addendum. Appropriated \$500 of additional State funding for Patient Navigation Services to assist breast and cervical cancer program patients with cancer diagnosis less than 90 days old in applying for Medicaid.
9. **Human Resources - Temporary Pay Authorization for Nursing Staff**
Temporarily authorized straight time pay for every hour worked in a workweek for exempt nursing staff that are involved in the COVID-19 vaccination distribution. This temporary authorization will be evaluated on a monthly basis but shall not extend beyond May 2, 2021 without Board approval.
10. **Register of Deeds - Preservation of Record Books**
Authorized the removal of records from the Register of Deed's office to the Kofile Technologies facility for a period of no more than 90 days from the approval of said Board for the purpose of repairing, restoring, or rebinding.
11. **Utilities - Direct Drive Conversion West Brunswick WWTP**
Approved a contract amendment and associated budget amendment in the amount of \$13,640.14 for purchase of additional parts and materials associated with the installation of the Veolia-Kruger direct drive aeration system for Oxidation Ditches #3 & #4 at the West Brunswick Regional Wastewater Treatment Plant (WWTP). This adjusts the total contract amount from \$807,714.36 to \$821,354.50.
12. **Utilities - Sewer Cleaning - Sweeping Corp.**
Approved the proposal submitted by Sweeping Corporation of America, Inc., for the sewer, cleaning and camera inspection, and manhole inspection of the County's gravity sewer system and authorized the Chairman and Clerk to the Board to approve the multi-year contract, subject to review and approval by the County Attorney.
13. **Utilities - West Brunswick Regional WRF Capacity Study - McKim & Creed**
Approved and authorized the Chairman and Clerk to the Board to execute the contract with McKim & Creed in an amount of \$110,000 for engineering services associated with a capacity study of the West Brunswick Regional Wastewater System Water Reclamation Facility (WBR-WRF), subject to review and approval by the County Attorney.

VI. PRESENTATION

- 1. **Engineering - Courthouse Addition & Renovation Project Update (Wm. L. Pinnix, P.E.)**
Request that the Board of Commissioners receive a courthouse addition and renovation project update from John Sawyer, AIA, of Sawyer Sherwood & Associate Architecture.

Chairman Thompson recognized Mr. Pinnix for the introduction of Mr. John Sawyer.

Mr. Sawyer provided an update on the Brunswick County Courthouse Addition and Renovations Project. Construction on the project began in April 2020 and is expected to be completed in April 2022. The project is currently in Phase I which is expected to be completed by April 2021.

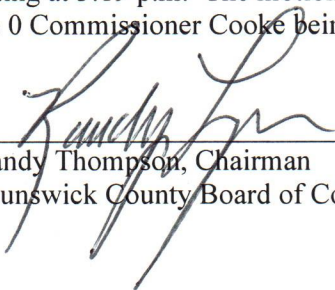
No action was taken.

VII. OTHER BUSINESS/INFORMAL DISCUSSION

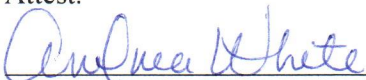
No other business was brought forth.

VIII. ADJOURNMENT

Commissioner Williams moved to adjourn the meeting at 3:19 p.m. The motion was seconded by Vice-Chairman Forte and passed unanimously (4 to 0 Commissioner Cooke being absent).



Randy Thompson, Chairman
Brunswick County Board of Commissioners

Attest:


Andrea White, NCCCC
Clerk to the Board

