

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
October 17, 2022
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 Pat Sykes
Commissioner Frank Williams

STAFF: Steve Stone, County Manager
Bob Shaver, County Attorney
David Stanley, Deputy County Manager
Haynes Brigman, Deputy County Manager
Aaron Smith, Finance Director
Daralyn Spivey, Clerk to the Board
LeAnn Weigand, Executive Assistant
Meagan Kascsak, Communications Director
Currie Elkins, IT
Lt. Beck, 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.

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chairman Thompson asked for adjustments to the agenda. Commissioner Sykes requested under Administrative Report Item 4 Sheriff's Office – ARPA Revenue Replacement Project Armored Vehicle and Item 5 Sheriff's Office – GHSP Traffic Unit Grant Award Acceptance be moved to the Consent Agenda. Commissioner Williams made the motion to approve the amended agenda. The motion was seconded by Vice - Chairman Forte and passed unanimously (4 to 0).

IV. PUBLIC COMMENTS

Mr. Nick Crowder, Chair for the Brunswick County Veterans Coalition wished to thank the Board for the support of the 15K veterans in Brunswick County.

Ms. Denise Donnelly spoke to the ARPA Fund expenditures regarding the armored vehicle purchase by the Sheriff's Office.

Mr. Nick Cherasaro spoke to the upcoming tax revaluation and the need for the Commissioner's Meetings to be broadcasted.

V. APPROVAL OF CONSENT AGENDA

Commissioner Williams moved to approve the Consent Agenda. The motion was seconded by Commissioner Sykes and passed unanimously (4 to 0). See individual items for approval status:

1. **Administration - Brunswick County Schools Contracts with Becker Morgan Group design contract for Science Room Renovation (Middle and High Schools) School Addition - Approved**
The Board approved and authorized the Chairman to sign the Becker Morgan Group, Inc design contract in the amount of \$304,600 for Science Room Renovations for middle and high schools.

2. **Clerk to the Board - Meeting Minutes- Approved**
The Board approved the meeting minutes for October 3, 2022.

3. **County Attorney - Extension of Grant Term - Approved**
The Board approved to extend the termination date for the NC Department of Commerce grant for the Pacon economic development project for one year, until April 18, 2023

4. **County Attorney – Goose Lane Extension Water DOD - Approved**
The Board accepted the Deed of Dedication for water infrastructure for Goose Lane Extension, located in Shallotte Township.

5. **Emergency Services - Bald Head Island Ambulance Franchise and Contract - Approved**
The Board approved the annual ambulance franchise agreement and contract for the Village of Bald Head Island Fire/EMS to provide EMS coverage on Bald Head Island, as part of the Brunswick County EMS System. This contract also includes an annual payment of \$298,500.00 to support the services provided on Bald Head Island.

6. **Emergency Services - Brunswick Search and Rescue Contract – Approved**
The Board approved the contract with Brunswick Search and Rescue. This contract includes county funding in the amount of \$10,000.00 that was approved in the FY22/23 budget.

7. **Emergency Services - Columbus County EMS Ambulance Franchise - Approved**
The Board approved the ambulance franchise agreement for Columbus County Emergency Medical Services, Inc. for providing non-emergency ambulance services within Brunswick County.

8. **Emergency Services - Med1 NC Services LLC – Approved**
The Board approved the annual ambulance franchise agreement with Med1 NC Services, LLC. This agreement is an annual agreement between Brunswick County and Med 1 NC Services, LLC; for them to provide non-emergency ambulance transport services within the County

9. **Emergency Services - North Carolina Emergency Management Exercise Competitive Grant – Approved**
The Board approved a grant application for the North Carolina Emergency Management Exercise Grant program for a Cyber Exercise.

10. **Emergency Services - Novant Health Vitalink Airlink Ambulance Franchise Agreement – Approved**
The Board approved the annual ambulance franchise agreement for Novant Health Vitalink Airlink. They provide non-emergency transports within Brunswick County.

11. **Emergency Services - Oak Island Water Rescue Agreement - Approved**

The Board approved the contract with Oak Island Water Rescue for the provision of water rescue services. This contract includes an annual payment of \$9000.00 for their services.

12. Finance - Fiscal Items- Approved

The Board approved Budget Amendments, Capital Project Ordinances and Fiscal Items of a routine nature on the consent agenda to include the following:

-Northeast Brunswick Capital and Replacement Rollover Budget Amendment

Appropriated \$1,334 of interest and fund balance of \$341,472 for rollover of Northeast Brunswick Regional Capital and Replacement funds transfer to reserve after year end June 30, 2022 reconciliation.

-Ocean Isle Beach Capital and Replacement Rollover Budget Amendment

Appropriated \$310 of interest and fund balance of \$85,541 for rollover of Ocean Isle Beach Capital and Replacement funds transfer to reserve after year end June 30, 2022 reconciliation.

-West Brunswick Capital and Replacement Rollover Budget Amendment

Appropriated \$417 of interest and fund balance of \$405,447 for rollover of West Brunswick Regional Capital and Replacement funds transfer to reserve after year end June 30, 2022 reconciliation.

-Airport Grants Budget Amendment and CPO

Appropriated \$450,000 of state capital infrastructure grant funds with no local match required as awarded in grant 36244.58.15.1, \$13,469 of 2019 Federal NPE grant funds with local match required of \$1,497 as awarded in grant 36237.45.19.1, \$166,666 of 2020 Federal NPE with no local match, and \$166,666 of 2021 Federal NPE grant funds with no local match required as awarded in grant 36237.45.19.2 by NCDOT-Division of Aviation.

-Wastewater Insurance Proceeds Budget Amendment

Appropriated \$15,889 of insurance proceeds for necessary repairs due to lightning strike.

-Professional Services Budget Amendment

Appropriated fund balance of \$87,209 for remainder of contract with Ward and Smith PA and The Ferguson Group to represent Brunswick County with regard to its government relations work and associated issues thru April 2023.

-Financial Reports for September 2022 (unaudited)

Included are Summary Information for General and Enterprise Funds, key indicators of Revenues and Expenditures and Cash and Investments. All fiscal year to date reports are provided at: <http://brunswickcountync.gov/finance/reports>

13. Human Resources - Policy #310 Amendment – Approved

The Board approved an amendment to Policy#310, Section 2.1 retroactively to October 3, 2022 to align with an update to County timekeeping procedures.

14. IT - CivicPlus Statement of Work- Department Header Package for Elections Department Webpage – Approved

The Board approved the Statement of Work for the implementation of CivicPlus' Premium Department Header Package for CivicEngage to be used for the Brunswick County Elections Department. Incorporating this premium package into CivicEngage will provide the Elections Department with additional functionality and flexibility allowing them to have a page specific site ID, navigation, banner, graphic links, colors, and design styles providing desired uniqueness while following the main site layout.

15. Sheriff's Office - GHSP LEL Grant Award Acceptance – Approved

The Board accepted a grant award with the North Carolina Governor's Highway Safety Program (GHSP) which will allow for federal funding to assist with the Law Enforcement Liaison position currently held by a Sheriff's Office Lieutenant. The total value of the grant is \$25,000 with no county match required.

16. Tax Admin - October 2022 MV Discovery Valuation & Levy for September 2022 – Approved

The Board approved the October 2022 motor vehicle value & levy discoveries created in September 2022.

- 17. **Tax Admin - October 2022 Releases – Approved**
The Board approved the October 2022 releases.
- 18. **Tax Administration - Schedule of Values for 2023 Revaluation – Approved**
The Board approved the Schedule of Values for use in the 2023 countywide reappraisal. The Resolution reads as follows:

**ORDER ADOPTING FINAL UNIFORM SCHEDULES
OF VALUES, STANDARDS AND RULES 2023
COUNTY-WIDE REVALUATION**

WHEREAS, pursuant to G.S. 105-286, Brunswick County will reappraise all real property in accordance with the provisions of G.S. 105-283 and G.S. 105-317; and

WHEREAS, pursuant to the provisions of G.S. 105-317, the Assessor for Brunswick County has submitted proposed Uniform Schedules of Values, Standards and Rules to the Board of Commissioners, which proposed Schedules have been available for public inspection since September 19, 2022 and were considered at a public hearing held on October 3, 2022; and

WHEREAS, a notice has been published in the Brunswick Beacon of the submission to the Board of Commissioners of the proposed Schedules and the notice of public hearing.

NOW, THEREFORE, IT IS ORDERED that the final Uniform Schedules of Values, Standards and Rules associated with this Order are hereby adopted pursuant to G.S. 105-317 and approved for use in appraising real property at its true value and at its present-use value as of January 1, 2023. A Notice of the adoption of this Order shall be published once a week for four successive weeks in the Brunswick Beacon: and the final Schedules shall be available for public inspection at the Office of the County Assessor and available on the County's website at <https://www.brunswickcountync.gov/tax-office/2023-revaluation-faq/>

This 17th day of October 2022

Randy Thompson, Chair
Brunswick County Board of Commissioners

ATTEST:
Daralyn Spivey, NCCCC
Clerk to the Board

- 19. **Utilities - OIB WWTP Infiltration Basin Study Task Order No. 5 - Approved**
The Board authorized the Chairman and Clerk to the Board to execute the Task Order No. 5 with ECS Southeast, LLP in an amount of \$36,500 for services associated with the On-Call Engineering Contract.
- 20. **Utilities - Ratify Grant Application Form - NWWTP Reverse Osmosis Project - Approved**
The Board ratified the Brunswick County Grant Application Evaluation Form.
- 21. **Sheriff's Office - ARPA Revenue Replacement Project - Armored Vehicle – Approved**
The Board approved one of the Revenue Replacement Projects that is part of the overall American Rescue Plan Act (ARPA) implementation. This project, titled "Armored Rapid Response Vehicle" on the approved list, is the purchase of a specialty vehicle for the Sheriff's Office at a value of just under \$330,000. Further request the Board of Commissioners award the contract for this project to Lenco Industries Inc. utilizing the North Carolina Sheriffs' Association Fire/EMS/Law Enforcement Specialty Vehicles Procurement Program Contract.

22. Sheriff's Office - GHSP Traffic Unit Grant Award Acceptance – Approved

The Board accepted a grant award with the North Carolina Governor's Highway Safety Program (GHSP) which will allow for the creation of a Traffic Unit at the Sheriff's Office. The grant provides for federal funding of three deputy positions, vehicles, and associated equipment. The total value of the grant is \$331,367.00 with a 15% county match of \$58,477 for a total project cost of \$389,844 the first year.

VI. PRESENTATION

- 1. Governing Body - Resolution Supporting Operation Green Light for Veterans**
Vice – Chairman Forte read and moved to approve the Resolution recognizing Operation Green Light for Veterans. The motion was seconded by Commissioner Williams and passed unanimously (4 to 0). The Resolution reads as follows:

**RESOLUTION SUPPORTING OPERATION GREEN
LIGHT FOR VETERANS**

WHEREAS, Veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, Brunswick County appreciates the sacrifices of our United State Military Personnel and believes specific recognition should be granted.

NOW THEREFORE BE IT RESOLVED, with designation as a Green Light for Veterans County, Brunswick County hereby declares from November 7-13, 2022 a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; and

BE IT FURTHER RESOLVED, that in observance of Operation Green Light, Brunswick County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

Adopted this the 17th day of October 2022.

Randy Thompson
Chairman, Board of Commissioners

Daralyn Spivey NCCCC, CMC
Board Clerk

VII. ADMINISTRATIVE REPORT

- 1. Administration - Inclement Weather Pay 9/30/22**

Mr. Stone requested the approval of a one-time payment of up to one normal shift's pay to each essential employee for the hours worked on any shift that began during 9/30/22. Vice – Chairman Forte made the motion to approve the request. The motion was seconded by Commissioner Williams and passed unanimously (4 to 0).

- 2. **Parks & Recreation - Capital and Deferred Maintenance**
Mr. Perkins requested the Board appropriate available Fund Balance to pay-go operating improvements previously identified in the 5-Year Capital Improvement Plan for park repair, maintenance, and capital improvements. Commissioner Williams made the motion to approve the request. The motion was seconded by Vice – Chairman Forte and passed unanimously (4 to 0).
- 3. **Planning - Municipal Planning Services for Town of Sandy Creek.**
Ms. Dixon presented the Board with a request from Mayor Glenn Marshall of Sandy Creek requesting the County assume the processes for Planning and Zoning. Commissioner Williams made the motion to approve the above request. The motion seconded by Vice – Chairman Forte and passed unanimously (4 to 0).
- 4. **Utilities - UOC Building Expansion Project**
Mr. Lockamy requested the Board to authorize the Chairman and Clerk to the Board to execute the contract with Paragon Building Corporation in the amount of \$1,512,976 for the construction of the Utility Operations Center Building Expansion project, approve additional funds in the amount of \$520,576 for the project, authorize the associated budget amendment, and authorize the Notice to Proceed. Commissioner Williams made the motion to approve the request. The motion was seconded by Vice – Chairman Forte and passed unanimously (4 to 0).

VIII. OTHER BUSINESS/INFORMAL DISCUSSION

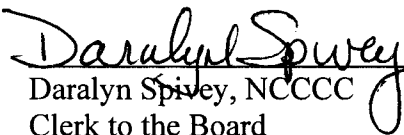
- 1. **Amendment to Agenda Discussion**
Commissioner Sykes wished to clarify her amendment to the agenda regarding:
 - a. Sheriff’s Office ARPA Revenue Replacement Project – Armored Vehicle her request to move the item to Consent was due to the funding already being designated and approved at a prior meeting by this Board.
 - b. Sheriff’s Office – GHSP Traffic Unit Grant Award was due to the need to increase patrols around the County with the increase of traffic on County roads.

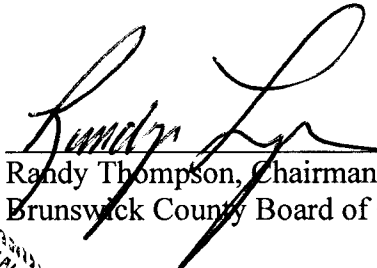
IX. ADJOURNMENT

Vice – Chairman Forte moved to adjourn the meeting at 7:04 p.m. The motion was seconded by Commissioner Williams and passed unanimously (4 to 0).

23. ADJOURNMENT

Attest:


Daralyn Spivey, NCCCC
Clerk to the Board


Randy Thompson, Chairman
Brunswick County Board of Commissioners

