

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
OFFICIAL MINUTES  
REGULAR MEETING  
October 3, 2022  
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 J. Martin Cooke  
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  
Jim Hartsell, IT  
Cpt. 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. Commissioner Williams requested an addition under Section VIII. Other Business/ Informal Discussion for storm debris discussion and the addition of a Closed Session citing Economic Development. Commissioner Williams made the motion to approve the amended agenda. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).

**IV. PUBLIC COMMENTS**

Ms. Laura Gates discussed her concerns with people shooting a pellet gun in the vicinity of her residence.

**V. APPROVAL OF CONSENT AGENDA**

Commissioner Cooke moved to approve the Consent Agenda. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0). See individual items for approval status:

- 1. Clerk to the Board - Meeting Minutes- Approved**  
The Board approved the meeting minutes for September 19, 2022.
- 2. County Attorney - Amendment to ARPA Program Income Policy - Approved**

The Board adopted an amendment to the County's Program Income Policy for the use of American Rescue Plan Act ("ARPA") funds.

3. **County Attorney – Driving Creek Hunting Club Lease - Approved**  
The Board renewed the lease of the Driving Creek Hunting Club.
4. **County Attorney – Kingfish Bay, Phase 2B and 2C DOD - Approved**  
The Board approved the Deed of Dedication for water and sewer infrastructure in Kingfish Bay, Phase 2B and 2C.
5. **County Attorney - Mercantile Drive Business Park, Ph 1, sewer DOD – Approved**  
The Board accepted the Deed of Dedication for sewer infrastructure for Mercantile Drive Business Park, Phase 1, sewer.
6. **County Attorney - Ocean Isle Palms Bond Extension Request - Approved**  
The Board approved an extension of the Ocean Isle Palms subdivision bonding agreement subject to terms satisfactory to the County Attorney and authorizes the County Manager to execute the same.
7. **County Attorney – The Reserve at Sunset Harbor (Grande Palms), Ph 1, Lots 40-75 DOD – Approved**  
The Board accepted the Deed of Dedication for water and sewer infrastructure for The Reserve at Sunset Harbor (Grande Palms), Phase 1, Lots 40-75.
8. **Health and Human Services - Health Services – Local Health Department Accreditation Statements – Approved**  
The Board approved the statements required for Local Health Department Accreditation regarding local Board of Health Adjudications and Rules.
9. **Health and Human Services - Social Services - Contract for Carolina Staffing – Approved**  
The Board approved the execution of a contract with Carolina Staffing.
10. **IT- NC Sound Quote for additional requests for Courthouse -Approved**  
The Board approved Proposal 21266 for the additional requests as part of the Courthouse renovations.
11. **IT- Order Form (quote), along with Terms and Agreement for NeoGOV PERFORM Module (hosted solution for Performance Evaluation Management) - Approved**  
The Board approved the Order Form (quote) and Terms and Agreement for the purchase and implementation of the NeoGOV PERFORM (Performance Evaluation) module.
12. **Sheriff's Office - Agreement with Motorola Solutions for FY23 Dash Cam Purchase– Approved**  
The Board approved an agreement with Motorola Solutions for the purchase of 15 in-car camera systems for Sheriff's Office patrol vehicles. The purchase was approved in the FY23 budget request and has a total value of \$102,506.25.
13. **Sheriff's Office - Motorola Solutions VIPER SUA III Agreement – Approved**  
The Board approved a new agreement with Motorola Solutions regarding the VIPER upgrade project. This nine-year project was initially approved by the Board in 2019, but the agreement was updated to now include the Backup 911 Center and modify the billing terms to allow funding from the Emergency Telephone System Fund (ETSF).
14. **Soil and Water - StRAP SOW Revision**

The Board approved the revised scope of work for the Soil and Water Stream Flow Rehabilitation Assistance Program.

15. **Superior Court Judge - SAMHSA Court Expansion Grant – Approved**  
The Board accepted the Substance Abuse and Mental Health Services Administration (SAMHSA) Expansion Grant in the amount of \$400,000 for year five (09/30/22-09/29/23) of the Brunswick County Adult Treatment Court Expansion Project and approved the contract agreements for treatment, participant transportation, trial court coordinators and data evaluation, subject to review and approval by County Attorney's office. The grant has a five-year project period beginning 09/30/2018 through 09/29/2023 for a total award amount of \$2,000,000.
16. **Utilities – Final Adjusting Change Order: NE WWTP 2.5 MGD Expansion – Approved**  
The Board approved change order 3, the final adjusting change order, in the amount of \$320,984.74, and a time extension of 280 calendar days for work associated with the Northeast Brunswick Regional Wastewater Treatment Plant 2.5 MGD Expansion project. This will adjust the total contract amount to \$42,308,857.03. The project was substantially complete and operational April 1, 2022, but due to minor issues, final completion is scheduled to November 27, 2022.
17. **Utilities – Vermeer Directional Drill Purchase Request – Approved**  
The Board approved a resolution authorizing purchase under the Sole Source Exception to the bidding requirements in accordance with NCGS 143-129 (e) (6) and approved the purchase of replacement parts and new pieces of equipment from Clearwater, Inc., for proprietary Lakeside Equipment Corporation’s systems used in wastewater treatment. The Resolution reads as follows:

**RESOLUTION AUTHORIZING PURCHASE OF LAKESIDE EQUIPMENT CORPORATION SPIRAGRIT VORTEX GRIT CHAMBER SYSTEM UNDER SOLE SOURCE EXCEPTION TO FORMAL BIDDING REQUIREMENTS**

**WHEREAS**, N.C.G.S 143-129(e)(6), Procedure for Letting of Public Contracts, allows for the waiver of formal bidding requirements for purchases of apparatus, supplies, materials, or equipment when performance or price competition for a product are not available, or a needed product is available from only one source of supply, or standardization or compatibility is the overriding consideration; and

**WHEREAS**, the West Brunswick Regional Wastewater Treatment Plant is designed to treat six (6) million gallons of wastewater per day utilizing a proprietary treatment system from Lakeside Equipment Corporation; and

**WHEREAS**, replacement parts or new pieces of equipment associated with the treatment system are required from time to time; and

**WHEREAS**, Lakeside Equipment Corporation proprietary parts and equipment are required for compatibility with the existing system; and

**WHEREAS**, ClearWater, Inc. is the sole source provider of Lakeside Equipment Corporation replacement parts and new equipment in North Carolina; and  
**WHEREAS**, the governing board must approve the purchase under this bidding exemption prior to awarding the contract.

**NOW, THEREFORE BE IT RESOLVED**, that the Brunswick County Board of Commissioners approves the purchase described herein utilizing the exception to formal bidding requirements contained in N.C.G.S. 143- 129(e)(6) and finds that the conditions described in that statute have been met.

Adopted this the 3rd day of October, 2022.

Randy Thompson, Chairman  
Brunswick County Board of Commissioners

ATTEST:  
 Daralyn Spivey, NCCCC  
 Clerk to the Board

## **VI. PUBLIC HEARING**

### **1. Tax Administration Schedule of Values**

Mr. Niebauer requested the Board hold a Public Hearing required for the adoption of the 2023 Schedule of Values. Chairman Thompson opened the Public Hearing at 3:09 p.m.

Debbie Lollie spoke to the concerns with the upcoming tax revaluation and those who live on a fixed income.

Gary Ostby spoke to the property revaluations and the increase in property values and requested a town hall meeting for this issue.

Chairman Thompson closed the public hearing at 3:18 p.m.

Following the Public Hearing, Mr. Niebauer requested the Board schedule a meeting to adopt the Schedule of Values. As this meeting should occur no sooner than seven days after the Public Hearing, it is suggested that it be scheduled for October 17, 2022 at 6:00pm.

Commissioner Williams made the motion to set the adoption for the Schedule of Values for the October 17, 2022 Board Meeting. The motion was seconded by Commissioner Cooke and passed unanimously (5 to 0).

## **VII. ADMINISTRATIVE REPORT**

### **1. Administration - Fiscal Year-End June 30, 2022, County Manager's Report and Capital Project Funding**

The Board of Commissioners received information for Fiscal Year End June 30, 2022 and considered appropriations of fund balance to pay-go future projects planned in the Five Year Capital Improvement Plan, for repair and maintenance projects, parks improvements, and equipment purchase. Chairman Thompson made a motion to approve the following items:

\$1.65 million of Repair and Maintenance projects to the Detention Center, Sheriff's Office, and Building D as follows: Jail and Sheriff's Office roof replacement at \$1.2 million, Jail and Sheriff's Office existing gas line replacement at \$300,000, Detention Center Carbon Monoxide Detectors at \$110,000, and Building D existing gas line replacement at \$40,000.

The purchase of a \$1.2 million horizontal grinder in Solid Waste. Current equipment is unable to remain operational. Current grinding services are being fulfilled by contracting out the work.

Chairman Thompson also made the motion to table the following pending further information to be presented at the October 17, 2022 Board Meeting by Parks and Recreation:

\$408,000 of operating improvements to the following parks: Dutchmen Creek Park at \$240,000, Brunswick Nature Park at \$46,000, Town Creek Park at \$74,000, and Ocean Isle Beach at \$48,000.

The above motions were seconded by Commissioner Sykes and passed unanimously (5 to 0).

### **2. Utilities – OIB WWTP ARPA Funds**

Mr. Nichols requested the Board authorize the use of \$4,942,733 in County ARPA funds for the design and land purchase associated with the rehabilitation and expansion of the Ocean Isle Beach Wastewater Treatment Plant. Vice – Chairman Forte made the motion to approve the above request. The motion seconded by Commissioner Williams and passed unanimously (5 to 0).

**VIII. OTHER BUSINESS/INFORMAL DISCUSSION**

**1. Storm Debris**

Mr. Stone requested the Board authorize a free dump week at the Brunswick County Landfill in Bolivia for landscape debris and construction/demolition debris for Brunswick County residents only as a direct result of Hurricane Ian. Commissioner Williams made the motion to approve the debris disposal. The motion was seconded by Vice – Chairman Forte and passed unanimously (5 to 0).

**IX. CLOSED SESSION**

- 1. The Board entered into closed session pursuant to G.S. § 143-318.11(a)(4) To discuss matters relating to the location or expansion of business in the area served by this body.

Mr. Shaver noted the above statutory requirements.

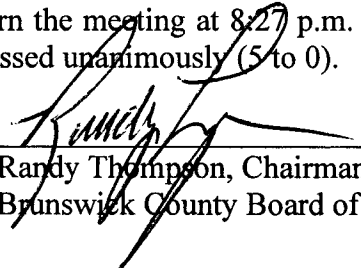
Commissioner Cooke made the motion to enter Closed Session at 3:50 p.m. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

Chairman Thompson called the Regular Session to order at 4:40 p.m.

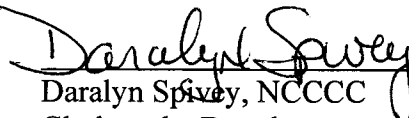
Mr. Shaver stated there was nothing to report from Closed Session.

**X. ADJOURNMENT**

Commissioner Williams moved to adjourn the meeting at 8:27 p.m. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).

  
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Randy Thompson, Chairman  
Brunswick County Board of Commissioners

Attest:

  
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Daralyn Spivey, NCCCC  
Clerk to the Board

