

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA**

January 17, 2023

6:00 PM

I. Call to Order

II. Invocation/Pledge of Allegiance

III. Adjustments/Approval of Agenda

IV. Public Comments

V. Approval of Consent Agenda

1. Administration - ARPA - Brunswick County Non-Profit Fire Department Grant Award
Request that the Board of Commissioners approve the County distributing \$50,000 of County funds freed up by ARPA receipts to each non-profit Fire Department in Brunswick County to supplement equipment and radio needs of each department, and the corresponding Budget Amendment. Each of the non-profit / non-municipal fire departments must execute a Fire Services Agreement: Supplement Funding contract, as attached, in order to receive the funds.
2. Administration - ARPA Funding Allocation Request for Pre-Pandemic Employment
Request that the Board of Commissioners consider appropriating \$3.5 million of American Rescue Plan Act funds towards restoring pre-pandemic employment.
3. Clerk to the Board - Amended Resolution FY22-23 Board Meeting Schedule
On January 18, 2022 the Board adopted the annual fiscal year meetings schedule. However, that schedule as adopted did not include a meeting for February 6, 2023. This amendment allows for that meeting.
4. Clerk to the Board - Meeting Minutes - December 5, 2022 Regular and December 12, 2022 Special Meetings
Request the Board approve the Minutes from the December 5, 2022 Regular Meeting and December 12, 2022 Special Meeting
5. Clerk to the Board - Resolution Establishing the FY 23-24 Regular Meeting Schedule
Request the Board approve and adopt the resolution establishing the Commissioners meeting schedule for FY23-24
6. County Attorney - Autumn Trail Townhouses DOD
Consider accepting the Deed of Dedication for water and sewer infrastructure for Autumn Trail Townhouses.
7. County Attorney - Cameron Woods, Phase 5 DOD
Consider accepting the Deed of Dedication for water and sewer infrastructure for

Cameron Woods, Phase 5.

8. County Attorney - Hawthorne at Pine Forest, Ph. 2 DOD
Consider accepting the Deed of Dedication for water and sewer infrastructure for Hawthorne at Pine Forest, Phase 2 Apartments.
9. County Attorney - In the Pines RV & Cabin Village DOD
Consider accepting the Deed of Dedication for water infrastructure for In the Pines RV & Cabin Village.
10. County Attorney - Retreat at Ocean Isle Beach, Sec. 2, Ph. 4, Lots 336-341 & 356-361
Consider accepting the Deed of Dedication for water and sewer infrastructure for Retreat at Ocean Isle Beach, Section 2, Phase 4, Lots 336-341 & 356-361.
11. County Attorney - Retreat at Ocean Isle Beach, Sec. 2, Ph 5, Lots 342-355 DOD
Consider accepting the Deed of Dedication for water and sewer infrastructure for Retreat at Ocean Isle Beach, Section 2, Phase 5, Lots 342-355.
12. Engineering - Courthouse Addition & Renovation _ Monteith Construction Final Adjusting Change Order
Request that the Board of Commissioners approve the courthouse contractor's Final Adjusting Change Order in the deductive amount of (\$2,259.00) and additive contract time of completion of (68) additional contract days.
13. Finance - Brunswick County Schools Contract for Southport Elementary Window and Door Replacement
Request that the Board of Commissioners approve and authorize the Chairman to sign a contract in the amount of \$1,053,730 with Port City Builders, Inc. for window and door replacements at Southport Elementary School.
14. Finance - Fiscal Items
Request that the Board of Commissioners approve Budget Amendments, Capital Project Ordinances, and Fiscal Items of a routing nature on the consent agenda.
15. Finance - Resolution for Designation of Applicant's Agent to NC Division of Emergency Management and Applicant Disaster Agreement for Hurricane Ian
Request that the Board of Commissioners approve the Designation of Applicant's Agent (DAA) naming Steve Stone as the Primary Agent and Aaron Smith as the Secondary Agent for Brunswick County to the NC Division of Emergency Management for the purpose of executing and filing applications for federal and/or state public assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act and representing the county in all dealings with the State of NC and the FEMA for all matters pertaining to disaster assistance required by grant agreements and approve the State Applicant Disaster Agreement (SAA) for Hurricane Ian.
16. Finance - SaaS Agreement for Employee Time Keeping Software to Migrate from

Workforce Central to UKG Dimensions

Request that the Board of Commissioners approve the SaaS agreement for Employee Time-Keeping Software to Migrate from Workforce Central to UKG Dimensions

17. Finance - Water and Wastewater System Development Fee Study

Request that the Board of Commissioners approve a proposal from RVE, Inc. for a Water and Wastewater System Development Fee Study in the amount of \$36,345.

18. Health Services - Annual Flu Vaccine Order for FY23-24

Request that the Board of Commissioners review and approve the annual flu vaccine order for FY23-24 and authorize staff to execute an agreement subject to County Attorney approval.

19. Operation Services - Community Waste Reduction and Recycling Grant Application

Request that the Board of Commissioners provide approval to apply for the 2023 Community Waste Reduction and Recycling Grant.

20. Operation Services - Morbark, LLC Supplier Agreement

Request that the Board of Commissioners approve an agreement with Morbark, LLC to purchase a horizontal grinder.

21. Operation Services - Piedmont Truck Center, Inc. Supplier Agreement

Request that the Board of Commissioners approve an agreement with Piedmont Truck Center, Inc. to purchase a tandem dump truck.

22. Operation Services - Water Management Project

Request that the Board of Commissioners approve the proposed water management project by the mosquito control division.

23. Planning - NC Map Review Officer Resolution Update

Request that the Board of Commissioners approve an updated North Carolina Map Review Officers Resolution that amends the list of NC Map Review Officers designated within Brunswick County.

24. Planning - Resolution Supporting the Wilmington Urban Area Metropolitan Planning Organization's Grant Application for the Gullah Geechee Greenway/Blueway Heritage Trail

Request that the Board of Commissioners adopt a resolution supporting the Wilmington Urban Area Metropolitan Planning Organization's grant application to the NCDOT's Integrated Mobility Division Feasibility Study Grant Program for the Gullah Geechee Greenway/Blueway Heritage Trail.

25. Register of Deeds - Register of Deeds Grant Program

Request the Board of Commissioners to approve the acceptance of the Register of Deeds Grant Program award as appropriated by the North Carolina General Assembly and administered by the Office of State Budget and Management and authorize the

County Manager to sign MOA.

26. Sheriff's Office - GHSP LEL Grant Application Approval

Request the Board of Commissioners approve a grant application for the North Carolina Governor's Highway Safety Program Law Enforcement Liaison position. This grant is valued at \$25,000 with no county match required.

27. Sheriff's Office - GHSP Traffic Unit Grant Application Approval

Request the Board of Commissioners approve the application for the North Carolina Governor's Highway Safety Program grant for the Sheriff's Office Traffic Unit, consisting of three deputies. This is the second year of this grant with a 30% county match required.

28. Sheriff's Office - SCAAP Grant Application Approval

Request the Board of Commissioners approve a grant application for the State Criminal Alien Assistance Program (SCAAP) offered by the Office of Justice Programs (OJP) of the U.S. Department of Justice (DOJ). This grant requires no matching funds from the County, is submitted annually by the Sheriff's Office, and is typically valued between \$10,000 and \$30,000.

29. Tax - December 2022 MV Discovery Valuation & Levy for November 2022

Request that the Board of Commissioners approve the December 2022 motor vehicle value and levy discoveries created in November 2022.

30. Tax - January 2023 Releases

Request that the Board of Commissioners approve the January 2023 releases.

31. Utilities - Mulberry Branch Water Reclamation Facility Project-Bid

Request that the Board of Commissioners ratify the rejection of all bids for the Wastewater Treatment and Disposal for the City of Southport - Mulberry Branch Water Reclamation Facility Project as received on November 16, 2022 and direct staff to re-bid the project.

32. Utilities - Wastewater Taps & Connections Budget Increase

Request the Board of Commissioners approve an increase of \$1,200,000 to wastewater "Tap On Supplies" line item (627225-459601) to increase funds available to purchase sewer grinder basin packages used at homes served by a low pressure sewer collection system.

VI. Board Appointments

1. Clerk to the Board - Fire Fee Committee Appointment

Request the Board appoint one Fire Fee Committee member for District 1 and one District 3.

VII. Presentations

1. Social Services - Opioid Settlement Authorization Fund Request

Request the Board of Commissioners adopt Option A activities as defined in the North Carolina Opioid Settlement MOA and the Social Services Funding request.

VIII. Administrative Report

1. Risk Management - ARPA Funds for Purchasing Automated External Defibrillators (AED) for County Parks and Facilities.

Requesting the use of ARPA funds to purchase 51 LIFEPAK AEDs for designated county parks and facilities that serve both staff and the public. The AEDs quoted are 100% compatible with the heart monitors EMS uses. In other words, if EMS is dispatched to a cardiac arrest call in which a county AED was used, EMS would not have to remove and reapply heart pads to monitor the patient. EMS would simply unhook the pads from the AED machine and plug them directly into their monitors for continuity of care.

IX. Other Business/Informal Discussion

X. Closed Session

1. County Attorney - Closed Session - Consult with Attorney and for Economic Development

Request that the Board enter closed session pursuant to G.S. 143-318.11(a)(1)(3) and (a)(4) to approve Closed Session Minutes from September 19, 2022, October 3, 2022 and November 21, 2022 and to consult with the attorney and discuss matters relating to the location or expansion of industries or other businesses.

XI. Adjournment