

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
August 21, 2023
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 J. Martin Cooke
Commissioner Mike Forte, Vice-Chairman
Commissioner Frank Williams
Commissioner Pat Sykes

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, Deputy Clerk/ Executive Assistant
Meagan Kascak, 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. Hearing none, Commissioner Cooke made the motion to approve the agenda. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

IV. PUBLIC COMMENTS

Chairman Thompson opened the public comment period at 6:01 p.m. with the following comments:

Mr. Carl Parker commented on the ability of working together to get clean drinking water to the underserved of the Navassa area.

Mr. John Hankins requested the Board assist in getting some signage placed at Buffalo Lane off Big Macedonia Rd. as people try to use that private road as a cut through to Highway 17.

V. APPROVAL OF CONSENT AGENDA

Vice - Chairman Forte moved to approve the Consent Agenda. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0). See individual items for approval status:

- 1. **Administration – Temporary Construction Easement – Piedmont Natural Gas – Approved**
The Board approved a request for a temporary construction easement to Piedmont Natural Gas Company, Inc. for the abandonment of a natural gas pipeline on county-owned property.
- 2. **Clerk to the Board – Meeting Minutes August 7, 2023 Regular Meeting – Approved**
The Board approved the Minutes from the August 7, 2023 Regular Meeting.
- 3. **County Attorney Calabash Station, Phase 2 DOD - Approved**
The Board approved the Deed of Dedication for water and sewer infrastructure for Calabash Station, Phase 2.
- 4. **County Attorney – Seaside Palms DOD – Approved**
The Board approved the Deed of Dedication for water and sewer infrastructure for Seaside Palms Subdivision.
- 5. **County Attorney – Lakes at Riverbed, Ph 1 DOD - Approved**
The Board approved the Deed of Dedication for water and sewer infrastructure for the Lakes at Riverbend, Phase1.
- 6. **County Attorney – Townes at Seaside, Phase 2 – Approved**
The Board approved the Deed of Dedication for water and sewer infrastructure for the Townes at Seaside, Phase 2.
- 7. **Finance – Brunswick County Schools Contract for Schneider Electric Buildings America Inc. for Design Build - Approved**
The Board approves and authorizes the Chairman to sign a contract with Schnieder Electric Buildings America Inc.
- 8. **Finance – Fiscal Items - Approved**
 - Mosquito and Tick Suppression Budget Amendment**
Ther Board approved the appropriation of additional state revenue restricted for Mosquito and Tick Suppression awarded in FY2024.
 - Insurance Proceeds for Vehicle Repairs Budget Amendment**
The Board appropriated fund balance for insurance proceeds received in FY23 from wrecked vehicle that repairs will be performed and paid out of FY24.
- 9. **Finance – NC Forestry Service Agreement FY2024 – Approved**
The Board approved entering into an agreement with the North Carolina Department of Agriculture and Consumer Services for the protection, development and improvement of forest land in Brunswick County.
- 10. **Finance – Utility Billing Relocation for Improved Customer Service and to Provide an Alternative Solution for Building I’s Space Needs – Approved**
The Board approved a budget amendment and 5-year lease agreement for the County's Utility Billing Department located at 3769 Old Ocean Highway and associated upfitting costs to meet the operational needs of the department and to delegate signing authority of the agreement to the County Manager.
- 11. **Health Services – Brunswick County School Nurse Funding Contract FY23-24 – Approved**
The Board approved the FY23-24 contract agreement with Brunswick County Schools for funding school nurses utilizing state-restricted funds.
- 12. **Human Resources – Revisions to Policy # 320 Compensation – Approved**
The Board approved the update to Policy #340 Compensation.
- 13. **Information Technology – Resolution Authorizing the Purchase of Security System Components for Brunswick County Government Buildings Under Sole Source Exception to Bidding Requirements – Approved**
The Board approved the resolution authorizing future purchase of security system components for Brunswick County Government Buildings under sole source exception to bidding requirements. The Resolution reads as follows:

**RESOLUTION AUTHORIZING PURCHASE OF SECURITY SYSTEM
COMPONENTS FOR BRUNSWICK COUNTY GOVERNMENT
BUILDINGS UNDER SOLE SOURCE EXCEPTION TO BIDDING
REQUIREMENTS**

WHEREAS, N.C.G.S 143-129(e)(6), Procedure for Letting of Public Contracts, allows for the waiver of 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, North Carolina Sound of Goldsboro, LLC has installed various security system components and related hardware and equipment, including, without limitation, door access controls, security cameras, cabling, and wiring throughout the Brunswick County Government Complex, the Brunswick County Courthouse, the Brunswick County Public Utility Operations Center, and various other County facilities; and

WHEREAS, Brunswick County may identify the need for additional or upgraded security system components in the future due to apparent deficiencies, security vulnerabilities, construction, renovation, obsolete equipment, or other growth; and

WHEREAS, it will be necessary for future security system components and related hardware and equipment to be compatible and integrate with the current systems used throughout the multiple other Brunswick County Government buildings; and

WHEREAS, to effectively integrate with existing infrastructure, all additional or upgraded security system components and related hardware and equipment should be purchased from and installed by North Carolina Sound of Goldsboro, LLC for standardization and compatibility; 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 purchases described herein utilizing the exception to informal 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 21st day of August, 2023.

Randy Thompson, Chairman
Brunswick County Board of Commissioners

ATTEST:

Daralyn Spivey, NCCCC
Clerk to the Board

14. Operation Services – Concrete Project for New Transfer Station Construction or Repair Agreement – Approved

The Board approved a construction or repair agreement with Carolina Creations Landscape, Inc for the concrete project around the new transfer station at the Brunswick County Landfill.

15. Operation Services – Energy Efficiency and Conservation Block Grant Program Application - Approved

The Board authorized the application to the Energy Efficiency and Conservation Block Grant.

16. Tax Administration – August 2023 Releases – Approved

The Board approved the August 2023 releases.

17. Tax Administration – FY2022-2023 Settlement Reports – Approved

The Board received the FY 2022-23 Annual Tax Collector's Settlement Report.

18. Tax Administration – Order of Collection - Approved

The Board adopted and charged the Tax Collector and requesting the entering into the Minutes an order to collect the taxes charged in the tax records and receipts.

19. Tax Administration – Relief from Collections August 2023- Approved

The Board granted the Tax Collector relief from "charge of collections" for three specific instances: (1) on taxes after all collection remedies have been expired (ten (10) years from due date); (2) on personal property insolvents that are five (5) years past due; and (3) on classified motor vehicle taxes that are one (1) year or more past due when it appears that they are uncollectible.

20. Utilities –Approval of Heritage Water System Contract for Replacement Grinder Pumps and Kits - Approved

The Board approved a contract with Heritage Water Systems for the purchase of replacement grinder pumps and kits manufactured by Crane Pumps Systems (Barnes Grinder Pumps).

21. Utilities – Deed of Easement to Atlantic Telephone Membership Corporation (Focus Broadband) – Approved

The Board granted a request for a perpetual easement to ATMC (Focus Broadband) for placement of a fiber optic switch (OLT) at the County – owned Sewer Pump Station located at 2578 Old Cedar Loop Rd in Navassa.

22. Utilities – Lead and Copper Compliance Program. - Approved

The Board approved a contract with Abernethy Schwartz Partners, LLC (DBA “BlueConduit”) in the amount of \$766,480 to provide services associated with Environmental Protection Agency (EPA) mandated Lead and Copper Rule Revisions.

23. Utilities – Purchase of Budgeted Excavator for Utilities – Approved

The Board approved the budgeted purchase of \$105,420.20 for an excavator for Utilities in accordance with NCGS 143-129 (e)(9).

24. Utilities – Purchase of Office Furniture for Utilities Building Expansion – Approved

The Board approved the budgeted purchase in the amount of \$101,038.38 for office furniture to support the Utilities building expansion in accordance with NCGS 143-129 (e)(9).

25. Utilities – West Brunswick Regional WWTP Biosolids Processing and Storage Facility Project – Design-Build -Approved

The Board approved the application of the previously adopted criteria to utilize the design-build delivery method for the SBR Biosolids Processing and Storage Facility Project – Design-Build.

VI. PRESENTATIONS

1. Clerk to the Board – Resolution Honoring Leland Youth Baseball Division 1 Majors

Commissioner Sykes read the resolution and made the motion to adopt honoring Leland Youth Baseball. The Resolution reads as follows:

**PROCLAMATION HONORING THE LELAND YOUTH
BASEBALL MAJORS WINNING THE 2023 DIXIE
YOUTH BASEBALL DIVISION 1 MAJORS
WORLD SERIES**

WHEREAS, the sport of baseball expresses the heart and character of America and for many years has been properly recognized as our Nation’s pastime; and

WHEREAS, both Dixie Youth Baseball and Leland Youth Baseball are programs of service to the youth of our community, dedicated to teaching sportsmanship and the competitive will to win, as well as furthering physical fitness and well-being through healthful community activity to provide valuable training for the participants and entertainment for the spectators; and

WHEREAS, Brunswick County is extremely proud to be the home of the 2023 Dixie Youth Baseball Division 1 Majors Champions, Leland Youth Baseball, which has served the youth of Brunswick County and the surrounding communities for many years; and

WHEREAS, the Leland Youth Baseball Majors Team is comprised of Dylan Ryals, Dylan Loud, Noland Whiteside, Jayden St. Juste, River Sykes, Declan Rachel, Bryson Lanier, Jeremiah Simmons, Cameron Peterson, Jaylen High,

Wayman Ward and the Coaching Staff of Steve Lanier, Justin Norman and Sean Watson.

NOW, THEREFORE, the Brunswick County Board of Commissioners, wishes to congratulate the Leland Youth Baseball Majors for winning the esteemed “Dixie Youth Baseball Division 1 Majors 2023 World Series Championship” title and urge all citizens to recognize the exemplary standard these talented young men have set with their commitment and dedication to their sport along with the dedication and support of their coaches and parents.

Proclaimed this, the 21st day of August 2023.

Randy Thompson, Chair
Board of Commissioners

ATTEST:
Daralyn Spivey
Clerk to the Board

The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

- 2. Clerk to the Board – Resolution Preparedness Month September 2023**
Commissioner Williams read the resolution and made the motion to adopt declaring September as “Emergency Preparedness Month”. The Resolution reads as follows:

**RESOLUTION DECLARING SEPTEMBER 2023 AS
“PREPAREDNESS MONTH” IN
BRUNSWICK COUNTY**

WHEREAS, National Preparedness Month is an observance each September to raise awareness about the importance of preparing for disasters and emergencies that could happen at any time; and

WHEREAS, Counties throughout North Carolina have been affected by a variety of emergencies, including mudslides, wildfires, flooding, earthquakes, and the COVID-19 pandemic; and

WHEREAS, the peak period of hurricane season is historically mid-August through October, and September 10 marks the peak of hurricane season; and

WHEREAS, Brunswick County Commissioner Frank Williams recently completed his term as President of the N.C. Association of County Commissioners, which was focused on the *100 Counties Prepared* initiative; and

WHEREAS, all five Brunswick County Commissioners and three members of the Brunswick County management team completed the inaugural *100 Counties Prepared* training, which focused on training county commissioners on how to effectively lead during emergencies, compiling resources to assist commissioners during emergency situations, and helping commissioners establish relationships with key emergency management partners; and

WHEREAS, the 2023 theme of National Preparedness Month is “Preparing For Older Adults”; and

WHEREAS, Brunswick County has the highest percentage of adults over the age of 65 in North Carolina; and,

WHEREAS; the Brunswick County Board of Commissioners desires that every household, property owner, and business in Brunswick County be prepared for potential emergencies.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Brunswick County hereby declares September 2023 as Preparedness Month in Brunswick County and encourages all citizens to provide for and assist with “Preparing for Older Adults” by developing an emergency plan, building an emergency kit, and communicating their emergency plan to all members of their household and/or workplace.

Adopted this the 21st day of August, 2023.

Randy Thompson, Chairman
Brunswick County Board of Commissioners

ATTEST:
Daralyn Spivey
Clerk to the Board

The motion was seconded by Vice - Chairman Forte and passed unanimously (5 to 0).

- 3. Tax – Tax Administration - 2023 Revaluation Update
Mr. Neibauer presented the Board with a revaluation update for 2023.

VII. ADMINISTRATIVE REPORT

- 1. Utilities – Rice Creek 2023 Improvements Agreement
Mr. Stone advised the Board a request had been brought forward by Brunswick-STU & Associates, LLC and Town Creek Land Partners, LLC to provide for public enterprise improvements ancillary to a large residential and commercial development to be served by a sewer transmission line along Hwy 17 Bypass from Benton Road to Old Ocean Highway (north end).

Vice – Chairman Forte made the motion to approve the agreement. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

VIII. BOARD APPOINTMENT

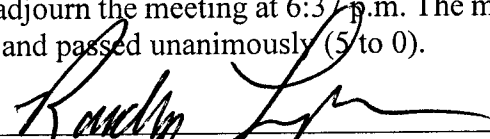
- 1. Clerk to the Board – Town of Shallotte ETJ Planning Board Appointments
Commissioner Williams made the motion to approve the appointments of Mr. David Barret and Mr. Clay Schmelzer to the Planning Board of Shallotte as the ETJ Appointees. The motions were seconded by Commissioner Sykes and passed unanimously (5 to 0).

IX. OTHER BUSINESS/INFORMAL DISCUSSION

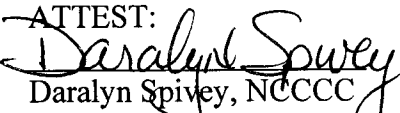
- 1. Commissioner Sykes reminded those present the week of September 17, 2023, is Constitution Week. On September 20, as part of Constitution Week, the Daughters of the American Revolution will be making a Constitution Presentation at the Charters of Freedom at 3:00 p.m.

X. ADJOURNMENT

Commissioner Cooke made the motion to adjourn the meeting at 6:37 p.m. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).



Randy Thompson, Chairman
Brunswick County Board of Commissioners

ATTEST:

Daralyn Spivey, NCCCC
Clerk to the Board

