

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

December 4, 2023

3:00 PM

I. Call to Order

II. Invocation/Pledge of Allegiance

III. Adjustments/Approval of Agenda

IV. Election of Board Chair

1. Clerk to the Board - Election of the Board Chair - County Attorney

The County Attorney will temporarily preside over the meeting to oversee the Board's annual selection of one member to Chair the Board.

V. Election Of Board Vice - Chair

1. Clerk to the Board - Election of Vice-Chairman - Chairman

The Chair shall preside over the annual selection of a Vice - Chair of the Board of Commissioners.

VI. Approval of the Bonds

1. Clerk to the Board - Approval of the Bonds

Request the Board of Commissioners adopt a resolution approving the bonding of County officials

VII. Public Comments

VIII. Approval of Consent Agenda

1. Administration - Demolition of Civietown Fire Department Building

Request that the Board consider Operations Services demolition of the existing Civietown Fire Department Building and disposal of the resulting debris at the C&D landfill.

2. Clerk to the Board - Meeting Minutes - November 20, 2023 Regular Meeting

Request the Board of Commissioners approve the minutes as presented from the November 20, 2023, Regular Meeting

3. County Attorney - Richmond Hills, Phase 2 DOD

Consider accepting the Deed of Dedication for water and sewer infrastructure in Richmond Hills, Phase 2.

4. Emergency Services - Brunswick Search and Rescue Agreement

Emergency Medical Services is requesting approval and signature on the annual agreement with Brunswick Search and Rescue for search and rescue services. This

agreement includes a \$10,000.00 budget supplement from the county.

5. Emergency Services - Columbus County EMS Ambulance Franchise Agreement
Emergency Medical Services is requesting approval and signature on the annual ambulance franchise agreement with Columbus County, EMS.
6. Emergency Services - MED1 NC Ambulance Franchise Agreement
Emergency Medical Services is requesting approval and signature of the annual ambulance franchise agreement with MED1 NC, Inc.
7. Emergency Services - St. James Fire and EMS Ambulance Franchise Agreement
Emergency Medical Services is requesting approval and signature of the annual ambulance franchise agreement with St. James Fire and EMS. This franchise agreement also includes a county budget supplement of \$14,300.00. This amount was approved in the FY 23/24 county budget.
8. Emergency Services - Stryker Annual Preventative Maintenance Contract
Emergency Medical Services request approval and signature for the annual Stryker preventative maintenance contract, due to the cost of the contract needing Board of Commissioners approval.
9. Emergency Services - Stryker Stretcher Purchase Approval
Request approval of the purchase of four Stryker Power Pro 2 stretchers. Approval is needed due to the dollar amount of the purchase, which exceeds \$90,000.00 dollars.
10. 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.
11. Finance - Resolution Approving Construction Management at Risk Construction Delivery Method for Phase II Addition at Town Creek Elementary
Request the Board of Commissioners adopt the resolution approving construction management at risk construction delivery method for the Phase II Addition to Town Creek Elementary School Project.
12. Health Services - Receipt of Grant Funds from NC DHHS Division of Public Health, Communicable Disease Branch, for Mosquito Control Activities
Request the Board of Commissioners approve receipt of grant funds to Health Services from NC DHHS Division of Public Health for Mosquito Control.
Health Services requests the Board of Commissioners approve receipt of grant funds from NC DHHS Division of Public Health, Communicable Disease Branch, for mosquito surveillance, suppression, and associated activities to more fully develop the county integrated mosquito management program operated by our Operations Services Department. These funds are made available from the CDC for enhanced control of risk factors for diseases carried by mosquitoes, and are available to only 5 counties in NC

currently operating an integrated mosquito management program.

13. Information Technology - Approval of the use of ARPA Enabled Funds for the Procurement of a Replacement Audio/Video System for the Board of Commissioners Chambers

Request The Board of County Commissioners approve use of ARPA enabled funds for the procurement of a replacement Audio/Video system for the Board of Commissioners Chambers

14. Operation Services - Tip Fee Exemption Request

Request that the Board of Commissioners approve a tip fee exemption at the Brunswick County Landfill for Stray Dog Ranch, Inc.

15. Sheriff's Office - 911 Center Phone System Contract Extension

Request the Board of Commissioners approve a sixth extension of the existing 911 Center Phone System agreement with ePlus Group, Inc. for six months, maintaining the current monthly rate in the state's Emergency Telephone System Fund (ETSF).

16. Sheriff's Office - SCAAP Grant Award Acceptance

Request the Board of Commissioners accept an award from the BJA FY 2023 State Criminal Alien Assistance Program (SCAAP) grant in the amount of \$28,290 with no county match requirement.

17. Soil and Water - Brunswick Soil and Water Transfer of Conservation Easement Grant to Working Lands Trust

Brunswick Soil and Water Conservation District requests approval to transfer the NCDA&CS Farmland Preservation, Agricultural Development and Farmland Preservation (ADFP) trust fund grant, contract number 22-086-4035, project title Bellamy Family Farms Conservation Easement +/- 64 Acres to Working Lands Trust.

18. Soil and Water - Soil and Water District Matching Funds Application

Request approval of application for matching funds between the Brunswick Soil and Water Conservation District and the NCDA&CS Division of Soil and Water as part of District Master Agreement Contract 21-035-4066, amendment number 01-2022. Application to be signed by County Finance Officer.

19. Tax - Tax Admin - Request for 1 new FTE DMV Supervisor Position

Request that the Board approve a new DMV supervisor position in Tax Administration.

20. Utilities - Rogers Excavating and Grading, Inc. Contract

Request that the Board of Commissioners award a contract for an estimated 65 long-side water taps for a total amount of \$227,500.00 with Rogers Excavating and Grading Inc. upon County Attorney approval of the final contract and authorize the County Manager to execute the contract.

21. Utilities - Water Treatment Chemical JCI Jones Chemical Supplier Agreement

Request that the Board of Commissioners approve the Supplier Agreement with JCI Jones in the amount of \$154,000.

IX. Presentations

1. Clerk to the Board - Proclamation Honoring Brenda Bozeman, Town of Leland Elected Official

Request the Board adopt the Proclamation honoring Mrs. Brenda Bozeman for her public service to the Town of Leland for twenty (20) years.

X. Administrative Report

1. Administration - City of Boiling Spring Lakes Sewer Steering Committee Request
Request that the Board consider appointing two of its members to participate in a sewer steering committee as requested by the City of Boiling Spring Lakes.

2. Finance - Request for Two (2) Full Time Meter Reader Positions and Two (2) Temp Meter Reader Positions in Utility Billing
Request that the Board of Commissioners approve additional full-time and temporary staff, vehicles, and other recurring costs to facilitate accurate billing, in addition to the budget amendment necessary.

3. Utilities - Longwood Rd SRF Grant-Funded Sewer Project
Request that the Board of Commissioners approve the Longwood Road SRF Grant-Funded Sewer Project Special Connection Program, authorize the notification of affected property owners of the program, authorize staff to waive fees and manage grant funds in accordance with the Special Connection Program, and make adjustments to the Special Connection Program necessary to meet SRF Grant requirements.

XI. Board Appointments

1. Clerk to the Board - Calendar Year 2024 Annual Board Seat Assignments
Request the Commissioners appoint members from the Board to fill the Calendar Year 2024 Board Seat listing

XII. Other Business/Informal Discussion

XIII. Closed Session

1. County Attorney - Closed Session - Consult with Attorney
Request the Board enter closed session pursuant to N.C.G.S. 143-318.11(a)(1)(3) to approve Closed Session Minutes of October 16, 2023, and to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body.

XIV. Adjournment