

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
February 5, 2024
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 Mike Forte, Vice-Chairman
Commissioner J. Martin Cooke
Commissioner Pat Sykes
Commissioner Frank Williams

ABSENT: Commissioner Randy Thompson, Chairman

STAFF: Steve Stone, County Manager
Bryan Batton, 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 Kasczak, Communications Director
Jim Hartsell, IT
Lt. 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

Vice - Chairman Forte called the meeting to order at 3:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Commissioner Cooke gave the Invocation and led the Pledge of Allegiance.

III. ADJUSTMENTS/APPROVAL OF AGENDA

Vice - Chairman Forte asked for adjustments to the agenda.

Commissioner Sykes made the motion to approve the agenda as presented. The motion was seconded by Commissioner Cooke and passed unanimously (4 to 0).

IV. PUBLIC COMMENT

Vice - Chairman Forte opened the public comment period at 3:04 p.m. with the following comments:

Ms. Lorna Mosely spoke to her issues with call centers regarding bills in her name.

Mr. Lee Dixon spoke to his concern with the treatment of an elderly citizen of Brunswick County involving RebuildNC and the approved mobile home replacement.

Ms. Denise Donnelly appreciates the Board using Zoom to broadcast the meetings, the improved programs held by the Library, and additional ancillary budgeting considerations for the Bookmobile.

Funding for the grant was approved at the January 16, 2024, Board of Commissioner's meeting.

-FY23 PSAP Reconcile Budget Amendment
Appropriated \$13,047 of general fund transfer for ineligible expenditures through June 30, 2023.

11. Health Services – Request Approval to Accept Grant Funds Via AA 716 from NC Division of Public Health
The Board approved accepting the grant funds made available via AA 716 from the NC Division of Public Health.

12. Health Services – Request Approval to Accept Funds from NC Division of Public Health for Un – Insured Access to Vaccines (AA 719)
The Board approved accepting the grant funds made available through the NC Division of Public Health for un-insured access to vaccines (AA 719).

13. Health Services – Request Approval to Accept Grant Funds from NC DPH AA 914
The Board approved acceptance of grant funds for the NC Division of Public Health via AA 914.

14. Operation Services - Community Waste Reduction and Recycling Grant Application
The Board approved the application for the 2024 Community Waste Reduction and Recycling Grant.

15. Operations Services – Sole Source Resolution – Cameras and Related Security Equipment
The Board approved a Sole Source Resolution for the purchase of network video recorders, cameras, and other related equipment approved as part of the 2024 Budget requests. The Resolution reads as follows:

**RESOLUTION AUTHORIZING PURCHASE OF NETWORK VIDEO
RECORDERS, CAMERAS, AND OTHER RELATED EQUIPMENT
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, Brunswick County Operation Services currently utilizes certain cameras and related security equipment at various locations including, without limitation, the Brunswick County Landfill and the Brunswick County fuel sites; and

WHEREAS, the existing equipment was purchased from Sentinel Security Systems, Inc.; and

WHEREAS, Sentinel Security Systems, Inc. holds the licenses for the cameras, recording devices, and associated hardware and software for the existing network of cameras, with the server for same being housed at the Brunswick County Government Complex; and

WHEREAS, a security vulnerability has been identified at the Brunswick County Convenience Sites in that no cameras or recording devices are currently installed at said locations; and

V. APPROVAL OF CONSENT AGENDA

Commissioner Cooke moved to approve the Consent Agenda. The motion was seconded by Commissioner Williams and passed unanimously (4 to 0).

1. Administration – Long Side Water Tap Installation – Whispering Pines Street Contract

The Board authorized the County Manager to enter into a contract for the installation of an estimated forty (40) long side water taps.

2. Clerk to the Board – Appointment to the Child Fatality Prevention Team

The Board appointed Yvonne Pesce to the Child Fatality Prevention Team as an At- Large appointee.

3. Clerk to the Board - Meeting Minutes – January 5, 2024, Special Meeting Minutes, January 16, 2024, Special Meeting Goals Workshop Meeting Minutes and January 16, 2024, Regular Meeting Minutes

The Board approved the Minutes from the January 5, 2024, Special Meeting, January 16, 2024, Special Meeting Goals Workshop and January 16, 2024 Regular Meeting.

4. Code Administration – Floodplain – Community Rating System (CRS) Program Progress Report

The Board received information on the progress of the FEMA Community Rating System (CRS) Program Recertification Process and Progress Report.

5. County Attorney – Bluewater, Ph 1, Building 1-5 and 9-18 and Clubhouse Deed of Dedication.

The Board accepted the Deed of Dedication for water and sewer infrastructure for Bluewater, Ph 1, Building 1-5, 9-18 and Clubhouse.

6. County Attorney – Saenz Low Pressure Sewer Extension Deed of Dedication

The Board accepted the Deed of Dedication for water and sewer infrastructure for Saenz Low Pressure Sewer Extension.

7. Emergency Services – Comforts of Home Services, Inc, DBA Compliant Shower and Restroom Trailer

The Board approved the purchase of a five (5) station, ADA compliant shower and restroom trailer from Comforts of Home Services, Inc.

8. Finance – ARPA Funding Allocation Request for Pre-Pandemic Employment FY24 Qtr 2

The Board appropriated \$717,460 of American Rescue Plan Act funds increasing and restoring pre-pandemic employment projects.

9. Finance – Brunswick County Schools Contract with Port City Builders Owner – Contract Agreement and GC for union Elementary Window Replacement

The Board approved and authorized the Chairman to sign a contract with Port City Builders Inc. Owner – Contractor Agreement for Union Elementary School window replacements.

10. Finance - Fiscal Items

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

-Water Taps and Connections Revenue Budget Amendment

Appropriated \$1,000,000 of taps and connections revenue for equipment to facilitate the installation of taps and connections.

-Airport Grant 36244.58.16.1 Grant Agreement

Approved and authorized the Chairman to sign the grant agreement for the airport grant 36244.58.16.1 in the amount of \$13,500,000 with no local match required.

March 3, 2025, will not be held as this is during the NACo 2025 Legislative Conference (March 1-4, 2025).

The Resolution reads as follows:

RESOLUTION OF THE BRUNSWICK COUNTY BOARD OF COMMISSIONERS ESTABLISHING THE FY 2024-2025 REGULAR MEETING SCHEDULE

WHEREAS, N.C.G.S 153A-40 provides for a resolution establishing regular meeting dates of the Board of Commissioners.

NOW, THEREFORE BE IT RESOLVED that the Brunswick County Board of Commissioners’ establishes the FY 2024-2025 meeting scheduled to include one Regular meeting to occur on the first Monday of each month at 3:00 p.m. and one Regular meeting to occur the third Monday of each month at 6:00 p.m., excluding holidays as shown below, and that such meetings will be held in the David R. Sandifer County Administration Building, 30 Government Center Drive NE, Bolivia, NC, in the County Commissioners’ Chambers. Special meetings will be scheduled as needed.

REGULAR MEETING SCHEDULE

July 8, 2024 at 6:00 p.m.	January 21, 2025 at 6:00 p.m.
August 5, 2024 at 3:00 p.m.	February 3, 2025 at 3:00 p.m.
August 19, 2024 at 6:00 p.m.	February 17, 2025 at 6:00 p.m.
September 3, 2024 at 3:00 p.m.	March 17, 2025 at 6:00 p.m.
September 16, 2024 at 6:00 p.m.	April 7, 2025 at 3:00 p.m.
October 7, 2024 at 3:00 p.m.	April 21, 2025 at 6:00 p.m.
October 21, 2024 at 6:00 p.m.	May 5, 2025 at 3:00 p.m.
November 4, 2024 at 3:00 p.m.	May 19, 2025 at 6:00 p.m.
November 18, 2024 at 6:00 p.m.	June 2, 2025 at 3:00 p.m.
December 2, 2024 at 3:00 p.m.	June 16, 2025 at 6:00 p.m.

Mike Forte, Vice - Chairman
Board of Commissioners

ATTEST:

Daralyn Spivey NCCCC/CMC
Clerk to the Board

Commissioner Williams made the motion to approve the above resolution with Commissioner Sykes seconding the motion and passing unanimously (4-0).

IX. OTHER BUSINESS/INFORMAL DISCUSSION

- Commissioner Williams would like to see the following at upcoming meetings:
- Provide procedural information for updating the UDO for the Board.
 - Staff input to add mental health to the scope of the Substance Use and Addiction Commission.
 - Forestry overview and the amount of land that is currently involved with forestry within the County.

X. ADJOURNMENT

WHEREAS, to fully integrate with the existing infrastructure and to ensure that video and other recordings are captured by the existing software and housed on the existing server, the security equipment for the Convenience Sites should also be purchased from Sentinel Security Systems, Inc. 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 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 5th day of February, 2024.

Mike Forte, Vice - Chairman
Brunswick County Board of Commissioners

ATTEST:

Daralyn Spivey, NCCCC/CMC
Clerk to the Board

16. Parks and Recreation – Town of Navassa – Multi-Use Path Easement

The Board approved the Town of Navassa's requests to grant a permanent easement for the multi-use path at Navassa Park.

17. Tax – Annual Tax Advertisement Order for 2023 Unpaid Taxes

The Board approved the advertisement of the 2023 unpaid tax liens on real property.

VI. PRESENTATION

1. Planning – Brunswick County Comprehensive Transportation Plan (CTP)

The Board received a presentation from Nazia Sarder of the NC DOT regarding the Brunswick County Compressive Transportation Plan. The Resolution that was attached to this item was tabled to a future meeting when the full Board is present.

VII. PUBLIC HEARING

No Public Hearing scheduled.

VIII. ADMINISTRATIVE REPORT

1. Administration – Morgue Status

The Board received an update from Heather King of Novant Health regarding the current status of a morgue with the increasing population of the County.

2. Clerk to the Board – Resolution Establishing the FY24-25 Board of Commissioners Meeting Schedule

The resolution establishing the Board of Commissioners meeting schedule for FY24/25 allows for the following:

July 2024: One meeting, July 8 (the second Monday of the month) since the first Monday would be July 1, and historically the Board has not held that meeting. July 15, the third Monday, is in conflict with NACo Annual Conference.

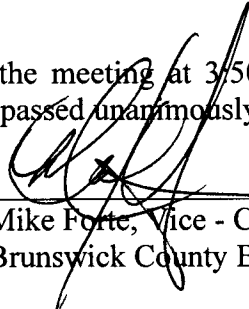
September 2024: Meeting scheduled for September 3 (Tuesday). The first Monday (September 2) is Labor Day.

December 2024: One meeting (December 2) and historically the Board only meets one time this month.

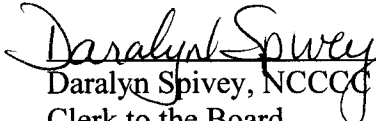
January 2025: One meeting scheduled for January 21. The first meeting of the month historically has not been held. This meeting is on a Tuesday as the third Monday is Martin Luther King Day (January 20).

1. The first part of the paper is devoted to a discussion of the various methods of determining the rate of reaction. The second part is devoted to a discussion of the various methods of determining the rate of reaction. The third part is devoted to a discussion of the various methods of determining the rate of reaction.

Commissioner Sykes moved to adjourn the meeting at 3:50 p.m. The motion was seconded by Commissioner Williams and passed unanimously (4 to 0).


Mike Forte, Vice - Chairman
Brunswick County Board of Commissioners

Attest:


Daralyn Spivey, NCCCC
Clerk to the Board

