

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
May 20, 2024
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 Mike Forte, Vice-Chairman
Commissioner J. Martin Cooke
Commissioner Pat Sykes
Commissioner Frank Williams

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 Kascsak, Communications Director
Jim Hartsell, IT
Lt. Bond, 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

Commissioner Williams 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 Sykes made the motion to approve the agenda. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

IV. PUBLIC COMMENT

Chairman Thompson opened the public comment period at 6:02 p.m. with the following comments:

Mr. Daniel Conte spoke to his concerns with the letter the Commissioners sent to the legislative delegation regarding extraterritorial jurisdictions (ETJ), Senate Bill 675, and requested the withdrawal of the letter.

Mr. Walt Eccard spoke to his concerns with the letter the Commissioners sent to the legislative delegation regarding ETJ’s, Senate Bill 675, and requested the withdrawal of the letter.

Mr. Rich Alt requested the Board not impact other jurisdiction by a decision that the City of Southport made and withdraw the letter sent to the state legislative delegation regarding Senate Bill 675 and ETJ's.

Mr. Carl Parker spoke to his concerns with water and sewer availability for disadvantaged citizens of Brunswick County and what the budget for FY25 held for those citizens.

Ms. Nancy Cook spoke to her concerns with the letter the Commissioners sent to the legislative delegation regarding ETJ's, Senate Bill 675, and requested the withdrawal of the letter.

Mr. Daneil Cook spoke to his concerns with the letter the Commissioners sent to the legislative delegation regarding ETJ's, Senate Bill 675, and requested the withdrawal of the letter.

Mr. Justin Whiteside spoke to his concerns with the letter the Commissioners sent to the legislative delegation regarding ETJ's, Senate Bill 675, and requested the withdrawal of the letter.

Mr. Ben Trantham spoke to his concerns with the Unified Development Ordinance (UDO), traffic issues, requested residential development be slowed, and water issues he experienced due to new development.

Mr. Bob Fulton spoke to concerns with the current three (3) UDO amendments that were charged to the Planning Board and the Boards proposed changes to the amendments.

Mr. Jonathon Damico spoke to his concerns with the Blueprint Brunswick 2040 Plan and the missing Appendix C from the website, and his support of the withdrawal of the letter regarding ETJ's and Senate Bill 675.

V. APPROVAL OF CONSENT AGENDA

Commissioner Williams moved to approve the Consent Agenda. The motion was seconded by Commissioner Cooke and passed unanimously (5 to 0).

1. Administration – Design Build Applied Criteria for Government Complex Improvement Project

The Board approved the design-build delivery method for the Government Complex Improvement Project.

2. Clerk to the Board – Meeting Minutes – May 6, 2024 Special Meeting Budget Workshop and the May 6, 2024 Regular Meeting

The Board approved the Regular Meeting Minutes of May 6, 2024 and the Special Meeting Budget Workshop Minutes of May 6, 2024.

3. Finance - Brunswick County Schools Contract for Belville Elementary Fire Alarm System Replacement, Southport Elementary Roof Replacement, and Waccamaw K-8 Roof Replacement

The Board approved and authorized the Chairman to sign three (3) contracts in the amount of:

1. \$373,000 with Hooks Burglar and Fire Alarm Company for the fire alarm system at Belville Elementary School
2. \$602,518 with Highland Roofing for the roof replacement at Southport Elementary.
3. \$456,751 with Owens Roofing, LLC for roof replacement at Waccamaw K-8. The contracts are all fully funded by bond proceeds.

4. **Finance – Fiscal Items**

The Board approved Budget Amendments, Capital Project Ordinances, and Fiscal Items if a routine nature to include the following:

- FY24 JCPC Certification & Annual County Plan

Approved the FY2024-25 JCPC Certification, Annual Plan which includes Program Agreements and the FY24-25 Funding Allocation for the Juvenile Crime Prevention Council funded by and to include needed resources from the Department of Public Safety, Juvenile Justice and Delinquency Prevention: Brunswick County Juvenile Crime Prevention Council (JCPC) needs the County Commissioner's approval for programs funded annually. Programs recommended for funding for FY24-25 are: Brunswick County Restitution, Community Service, & Teen Court Program \$140,076, Providence Home \$13,500, Guiding Good Choices (GGC) & Systematic Training for effective Parenting (STEP) by Coastal Horizons \$41,342, A.R.T. by Coastal Horizons \$39,068, and JCPC Administration \$8,500. The total FY24-25 Brunswick County JCPC annual funding plan is \$242,486.

-Health Services Additional Revenues Budget Amendment

Appropriated \$4,250 of clinic fee revenues for the purchase of additional medications.

-Wastewater Insurance Proceeds Budget Amendment

Appropriated insurance proceeds in the amount of \$32,718 for the replacement of total loss F250 vin 9568.

-Operation Services Insurance Proceeds Budget Amendment

Appropriated insurance proceeds in the amount of \$44,300 for a damaged drone to purchase two lower-risk alternative sprayers and \$28,321 for repairs to the Leland and Shallotte BSRI buildings.

-Sheriff's Office Additional Revenues Budget Amendment

Appropriated Sheriff's Office anticipated additional revenues and corresponding expenditures.

-Financial Reports for April 2024 (unaudited)

Summary Information for General and Enterprise Funds, ARPA and Opioid project statuses, key revenue indicators, and Cash and Investments detail are included. All year-to-date fiscal reports are provided at:
<https://www.brunswickcountynv.gov/305/Financial-Reports#>

5. **Health Services - Mosquito Control Software Purchase**

The Board approved the purchase of sole source software for the Operations Services Mosquito Control Program. The Sole Source Resolution reads as follows:

**RESOLUTION AUTHORIZING PURCHASE OF
FIELDSEEKER® MOSQUITO CONTROL CORE AND
FIELDSEEKER® WINDOWS ULV ADUTICIDING EXTENSION
UNDER SOLE SOURCE EXCEPTION TO
FORMAL BIDDING REQUIREMENTS**

WHEREAS, 2 C.F.R. § 200.320(c), Methods of Procurement to be Followed - Noncompetitive Procurement, allows for the waiver of formal bidding requirements for purchases of apparatus, supplies, materials, or equipment under limited circumstances as follows: (1) the acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold; (2) the item is available only from a single source; (3) the public exigency or emergency for the requirement will not permit a delay resulting from publicizing

a competitive solicitation; (4) the Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or (5) after solicitation of a number of sources, competition is determined inadequate; and

WHEREAS, Brunswick County Operation Services conducts year-round mosquito control services and strategies throughout Brunswick County, including, without limitation, surveillance programs, public education, biological control, physical control, larval control, and adult controls services; and

WHEREAS, Brunswick County Operation Services has identified the need for a cloud-based data management system compatible with the County’s existing ESRI ArcGis equipment and systems to capture and retain mosquito control records to comply with the North Carolina Department of Agriculture and Consumer Services pesticide application requirements and the North Carolina Department of Environmental Quality National Pollutant Discharge Elimination System requirements; and

WHEREAS, the FieldSeeker® GIS Mosquito Control Core and FieldSeeker® Windows ULV Adulticiding Extension systems provide a cloud-based data management system compatible with the County’s existing ESRI ArcGis equipment and systems exclusively for mosquito control and application equipment; and

WHEREAS, Frontier Precision, Inc. is the developer, sole owner, and sole distributor of the aforementioned software and associated hardware; and

WHEREAS, the aforementioned software and associated hardware from Frontier Precision, Inc. is necessary to fully integrate the mosquito service request system and existing data collection systems to ensure that all records are captured and retained collectively, to fully integrate the mosquito treatment equipment for pesticide record retention, and to ensure intergrade pest management goals and information is captured for historical documentation; and

WHEREAS, Brunswick County is a subrecipient of federal funds awarded by the United States Department of Health and Human Services, Centers for Disease Control and Prevention (“CDC”) to the State of North Carolina Department of Health and Human Services (“NC DHHS”) as part of a financial assistance award totaling \$550,000.00, and 100% of this project will be funded with said funds; and

WHEREAS, as required by 2 C.F.R. § 200.320(c), the aforementioned software and associated hardware solutions are only available from a single source, and the federal pass-through entity (NC DHHS) has expressly authorized this noncompetitive procurement; 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 2 C.F.R. § 200.320(c) and finds that the conditions described in that statute have been met.

Adopted this the 20th day of May, 2024.

Randy Thompson, Chairman
Brunswick County Board of Commissioners

ATTEST:
Daralyn Spivey, NCCCC/CMC
Clerk to the Board of Commissioners

6. Health Services - Substance Use and Addiction Commission Updated By-laws

The Board adopted the updated by-laws for the Substance Use and Addiction Commission.

- 7. **Parks and Recreation - Cedar Grove Park Playground Equipment Addition**
The Board awarded an agreement for a new playground structure at Cedar Grove Park (Barrs Recreation) in the amount of \$252,719.95 for the proposed design schematic.
- 8. **Parks and Recreation - Dutchman Creek Park Playground Equipment Replacement**
The Board awarded an agreement for a new playground structure at Dutchman Creek Park (Barrs Recreation) in the amount of \$200,915.78 for the proposed design schematic.
- 9. **Tax - Tax Admin - May 2024 Releases**
The Board approved the May 2024 releases.
- 10. **Tax - May 2024 MV Discovery Valuation & Levy for May 2024**
The Board approved the May 2024 motor vehicle value and levy discovery created in May 2024
- 11. **Utilities - State Utility Contractors-2024-On Call Construction Services Contract**
The Board approved and authorized the Chairman and Clerk to the Board to execute the construction contract with State Utility Contractors, to perform construction services as defined in the On Call Construction Services not to exceed the amount of \$250,000 for each Work Task.

VI. **PRESENTATIONS**

- 1. **Clerk to the Board - Trillium Annual Report**
The Board received the annual report from Cecilia Peers of Trillium.
- 2. **EMS - EMS Week 2024 Proclamation**
The Board recognized EMS Week 2024 with the attached proclamation. The Proclamation reads as follows:

PROCLAMATION
EMS WEEK MAY 19 – 25, 2024

WHEREAS, the profession of EMS requires passion, dedication and is steeped in tradition; and

WHEREAS, EMS providers work 365 days a year in inclement weather and hazardous weather conditions to provide care and protection to citizens and visitors; and

WHEREAS, EMS providers are also often the first on location during storms and other catastrophic life-changing events, working to care for victims and families of victims; and

WHEREAS, Brunswick County joins other communities across the nation in recognizing and celebrating the profession of EMS providers and therefore, we honor our Brunswick EMS providers' exemplary service to the County.

NOW, THEREFORE, BE IT RESOLVED, by the Brunswick County Board of Commissioners do hereby proclaim the week of May 19-25, 2024

as:

EMS WEEK IN BRUNSWICK COUNTY

And call upon all citizens and businesses to acknowledge and thank EMS providers when you see them for the selfless work they perform daily to keep our public safe.

PROCLAIMED this, the 20th day of May, 2024.

Randy Thompson, Chair
Board of Commissioners

ATTEST:

Daralyn Spivey NCCCC/CMC
Clerk to the Board

Commissioner Cooke made the motion to approve the Proclamation. Commissioner Sykes seconded the motion and passed unanimously (5 to 0).

3. Sheriff's Office - Animal Protective Services - Adoption Center Project

The Board received the Sheriff's Office presentation from Mr. William Daggett of DWG Architects PLLC (dba shelterplanners.com) on their Animal Protective Services Adoption Center Project, which is part of the County's CIP.

Chairman Thomspon called for a five-minute recess at 7:37 p.m.

Chairman Thompson called the meeting back to order at 7:46 p.m.

VII. ADMINISTRATIVE REPORT

1. Administration - Recommended Budget Ordinance, Capital Improvement Plan, Schedule of Fees for FY 2025

Mr. Stone presented the Board with the Recommended Budget Ordinance, Capital Improvement Plan, and Schedule of Fees for FY 2025, and scheduled a public hearing on the matter for June 3, 2024, at 3:00 p.m.

VIII. BOARD APPOINTMENTS

1. Clerk to the Board - Annual Board Appointments

District 1

Chairman Thomspon made the motion to re-appoint:

Mr. John Ingrahm – Brunswick Senior Resources Inc. (BSRI)

Mr. Jurle Gaver – Fire Protection Oversight Committee

Ms. Kathleen Gomes – Substance Use and Addiction Commission (SUAC)

The remaining appointments to the Planning Board and the Tourism Development Authority (TDA) to be appointed at a future meeting.

Commissioner Williams seconded the motion and passed unanimously (5 to 0).

District 2

Commissioner Cooke made the motion to re-appoint:

Ms. Joyce Lowrimore – BSRI

Mr. Ron Medlin – Planning Board

Mr. Joshua Torbich – SUAC

The Board of Equalization and Review (Board of E&R), TDA and Fire Protection Oversight to appointed at a future meeting.

Commissioner Williams seconded the motion and passed unanimously (5 to 0).

District 3

Commissioner Sykes made the motion to re-appoint:

Ms. Joyce Casteen – BSRI

Mr. James Whitley - Fire Protection Oversight Commission

Mr. Michael Sullivan – Parks and Recreation

Ms. Joy Easley – Planning Board

Commissioner Williams seconded the motion and passed unanimously (5-0).

District 4

Vice - Chairman Forte made the motion to re-appoint:

Mr. Justin Lovin – BSRI Board

Mr. Clint Berry – Fire Protection Oversight Committee

Mr. Clayton Rivenbark – Zoning Board of Adjustments

Commissioner Cooke seconded the motion and passed unanimously (5-0).

District 5

Commissioner Williams made the motion to re-appoint:

Mr. Dan Bruneau – BSRI

Mr. James Grice - Fire Protection Oversight Committee

Mr. William Rabon – Parks and Recreation

Ms. Marian Shiflet – Zoning Board of Adjustments

Commissioner Cooke seconded the motion and passed unanimously (5 to 0).

At Large/NA

Commissioner Williams made the motion to re-appoint:

Mr. Jeff Mount – Library Board

Ms. Diana Fotinatos – Library Board

Ms. Marilyn Shapiro – Library Board

Vice - Chairman Forte seconded the motion and passed unanimously (5 to 0).

Vice - Chairman Forte made the motion to re-appoint:

Mr. Mitchell Williams – ABC Board

Mr. James Bellamy – Airport Commission

Mr. Jerry Helms – Airport Commission

Mr. James Powell – Airport Commission

Commissioner Cooke seconded the motion and passed unanimously (5 to 0).

Vice - Chairman Forte made the motion to re-appoint:

Mr. Michael Norton – BCC Board of Trustees

Commissioner Cooke seconded the motion and passed unanimously (5 to 0).

Commissioner Williams made the motion to re-appoint:

Ms. Cynthia Carver - Health and Human Services

Mr. Gene Ward - Health and Human Services

Commissioner Cooke seconded the motion and passed unanimously (5 to 0).

Vice - Chairman Forte made the motion to re-appoint:

Ms. Bonnie Jordan - Juvenile Crime Prevention Commission (JCPC)

Commissioner Cooke seconded the motion and passed unanimously (5 to 0).

Commissioner Williams made the motion to re-appoint:

Mr. Bill Sue – Lower Cape Fear Water and Sewer Authority (LCFWASA)

Commissioner Sykes seconded the motion and passed unanimously (5 to 0).

Chairman Thompson made the motion to appoint:

Allen Bryant – Southeastern Economic Development Commission Minority Seat

Ms. Kim Gamlin - Southeastern Economic Development Commission Public Seat

Vice - Chairman Forte seconded the motion and passed unanimously (5 to 0).

Commissioner Williams made the motion to re-appoint:

Mr. David Stanley - Trillium

Commissioner Sykes seconded the motion and passed unanimously (5 to 0).

Vice - Chairman Forte made the motion to re-appoint:

Ms. Virginia Ward – Zoning Board of Adjustments

Commissioner Cooke seconded the motion and passed unanimously (5 to 0).

Planning Board appoint/reappointment will hold until a future meeting.

Organizational Appointments

Commissioner Williams made the motion to re-appoint:

Mr. Jody Clemmons - Voluntary Agriculture District Board

Mr. Charles Carroll - Voluntary Agriculture District Board

Commissioner Cooke seconded the motion and passed unanimously (5 to 0).

Commissioner Cooke made the motion to re-appoint:

Ms. Glenda Browning - North Brunswick Chamber of Commerce Appointee

Ms. Karen Brake - Southport/Oak Island Chamber of Commerce Appointee

Commissioner Williams seconded the motion and passed unanimously (5 to 0).

IX. BUSINESS/INFORMAL DISCUSSION

Senate Bill 675

Vice – Chairman Forte made the motion to rescind the letter of support sent to the state legislature regarding Senate Bill 675 referencing extraterritorial jurisdictions. More time is needed to vet the request.

Commissioner Cooke is in agreeance with rescinding the letter and seconded the motion.

Commissioner Williams is in support of the letter sent to stand with an amendment to be certain the unintended consequences are fully vetted.

Commissioner Sykes supports the letter.

Chairman Thompson called for the vote. The motion to rescind the letter failed (3-2) with the poll as follows:

Chairman Thompson No

Vice – Chairman Forte Yes

Commissioner Cooke Yes

Commissioner Sykes No

Commissioner Williams No

Commissioner Williams countered with a motion to support the existing letter with an amendment requesting investigation and to research for any unintended consequences, especially financial, to the towns within the County. Commissioner Sykes seconded the motion and passed (3 to 2). The poll is as follows:

Chairman Thompson Yes

Vice – Chairman Forte No

Commissioner Cooke No

Commissioner Sykes Yes

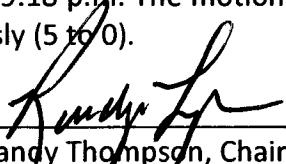
Commissioner Williams Yes

Voting Delegate NACo

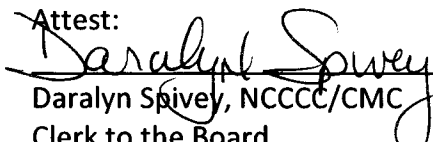
Commissioner Sykes made the motion to appoint Commissioner Williams as the voting delegate for the NACo conference in July, Vice – Chairman Forte seconded the motion and passed unanimously (5 to 0).

X. ADJOURNMENT

Commissioner Williams moved to adjourn the meeting at 9:18 p.m. The motion was seconded by Vice – Chairman Forte and passed unanimously (5 to 0).



Randy Thompson, Chairman
Brunswick County Board of Commissioners

Attest:


Daralyn Spivey, NCCCC/CMC
Clerk to the Board

