

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
June 3, 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 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. Cherry, 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 3:00 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 Cooke 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 3:02 p.m. with the following comments:

Mr. Bob Fulton spoke about his concerns with Traffic Impact Analysis (TIA).

Mr. Ben Trantham spoke to his concerns regarding the evacuation plan currently in place and the Unified Development Ordinance and should only be a guideline to development.

V. APPROVAL OF CONSENT AGENDA

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

1. **Administration - Resolution to Convey Property to Brunswick Community College for the Purpose of Providing Training to Public Safety Personnel and First Responders**

The Board approved the resolution to convey property to Brunswick Community College. The Resolution reads as follows:

RESOLUTION CONVEYING PROPERTY TO BRUNSWICK COMMUNITY COLLEGE FOR THE PURPOSE OF PROVIDING TRAINING TO PUBLIC SAFETY PERSONNEL & FIRST RESPONDERS

WHEREAS, Brunswick County has a growing population that requires well-trained first responders throughout all 1,050 square miles; and

WHEREAS, Brunswick Community College (BCC) has received funding to construct a training facility for live burns, rescue, and driving; and

WHEREAS, Brunswick County provides financial support and resources to BCC, as Brunswick County’s higher education institution, with the mission to provide opportunities for individuals to be successful through accessible, high quality, student-centered programs and services that meet the educational, cultural and workforce needs of a diverse community.

NOW, THEREFORE, BE IT RESOLVED, that the Brunswick County Board of Commissioners conveys the following real property parcels to Brunswick Community College in accordance with NCGS 160A-274 to be used exclusively for the education and training of students: an approximately 10-acre portion of Parcel 153000021 (The Property).

BE IT FURTHER RESOLVED, by the Brunswick County Board of Commissioners that:

- 1. The Board authorizes a private sale of The Property at a price of \$1.00;
- 2. A Fire and Emergency Training Complex and Driving Pad will be built on The Property and will be made available to law enforcement departments, paramedics, and fire departments enrolling in continuing education courses;
- 3. The Fire Training Complex and Driving Pad must be substantially complete no later than three years after the date of transfer of The Property from Brunswick County, unless BCC has requested and been granted an extension of time by the Board of County Commissioners;
- 4. Should BCC fail to meet the above conditions, The Property shall automatically revert back to Brunswick County.
- 5. BCC shall allow the use of The Property for disaster/storm debris operations upon notification of need for such use from Brunswick County.

Adopted this the 3rd day of June, 2024.

Randy Thompson, Chair
Brunswick County Commissioners

ATTEST:
Daralyn Spivey, NCCCC
Clerk to the Board

2. **Clerk to the Board – Meeting Minutes – May 20, 2024 Regular Meeting**
The Board approved the Regular Meeting Minutes of May 20, 2024.

3. **County Attorney - Oyster Harbor Russell Hewett Road, 2 " Water Main Extension DOD**

The Board accepted the Deed of Dedication for water infrastructure for Oyster Harbor Russell Hewett Road, 2" water main extension.

4. **County Attorney – Sunfish Cove, Phase C & D DOD**

The Board accepted the Deed of Dedication for water and sewer infrastructure in Sunfish Cove, Phase C & D.

5. **County Attorney – The Bluffs on the Cape Fear, Phase 5B Deed of Dedication**

The Board accepted the Deed of Dedication for water and sewer infrastructure for The Bluffs on the Cape Fear, Phase 5B.

6. **Finance – Fiscal Items**

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

-Health Services Additional Child Health Revenues Budget Amendment
Appropriate \$1,200 of miscellaneous revenues to purchase child seats for parents that are unable to afford this necessary item

-Smithville Park Improvements Project Closeout Budget Amendment and CPO
Close the Smithville Park Improvements project and return unexpended funds to the County Capital Reserve undesignated.

-Courthouse Renovation and Expansion Project Closeout Budget Amendment and CPO
Close the Courthouse Renovation and Expansion project and return unexpended funds to the County Capital Reserve undesignated.

-Northeast Brunswick Regional WWTP Expansion and Transmission South and North Project Hours Reimbursement Budget Amendments and CPOs
Appropriate bond proceeds for project hours reimbursement and required influent testing on the Northeast Brunswick Regional WWTP Expansion 23, South, and North Transmission Projects.

-Wastewater Taps and Connections Budget Amendment
Appropriated \$500,000 of taps and connections revenue for capital outlay tap on Supplies to meet current demand.

-System Development Fees Reserve Budget Amendment
Appropriated estimated collections of Water and Wastewater System Development Fees above budget to transfer to the Water and Wastewater Capital Reserve to be used on eligible projects defined in House bill 436 amending Chapter 162A, Article 8 of the NCGS, and to authorize the Fiscal Operations Director to adjust the budget for final collections as of June 30, 2024.

-General Revenues Budget Amendment

Appropriated \$600,000 of Register of Deeds revenues and anticipated expenditures of \$400,000, \$480,000 of Solid Waste Fee Revenues and anticipated expenditures, \$400,000 of Building Permits and anticipated expenditures of \$114,800 Building Inspections, \$40,424 of Fire Inspections Fees and anticipated expenditures of \$26,000 Fire Inspections, \$3,000 Soil and Water, \$8,000 Veteran Services, \$9,424 Emergency Services, \$19,000 Administration, \$4,000 Human Resources, and the remaining amount in Non-Departmental miscellaneous expense for projection of actual needs. Amounts in Non-Departmental are authorized to be transferred within the General Fund by the Fiscal Operations

Director as needed to prevent a statutory exception of expenditures in excess if amounts budgeted at year end.

-Occupancy Tax Revenue Budget Amendment

Appropriated Occupancy Tax revenue of \$300,000 and corresponding expenditures for projected Occupancy tax through June 30, 2024.

-Budget Amendments GASB87 Lease Financing and GASB96 Subscription Based Information Technology Arrangement Financing

Appropriated \$693,375 of the General Fund, \$5,000 of the Public Housing Fund, \$5,000 of the Health Fund, \$5,000 of the Social Services Fund, \$5,000 of the Emergency Telephone System Fund, \$529,896 of the Water Fund, and \$5,000 of Wastewater Fund Other Financing Source: Lease and Subscription Financing revenue to be used in Lease Capital Outlay and SBITA Capital Outlay corresponding account lines. This is for GASB 87 and 96 required accounting of Leases and Long-Term Software Subscriptions and to authorize the Fiscal Operations Director to adjust the budget for final Leases and SBITA calculations as of June 30, 2024.

-Public Housing Voucher Revenue Budget Amendment

Appropriated additional Public Housing Voucher revenues for anticipated expenditures through June 30, 2024.

-Excess Collections School Budget Amendment and CPO

Appropriated estimated excess collections of Ad Valorem and Legislated Sales Tax in excess of budget to transfer to the Schools Capital Reserve and to authorize the Fiscal Operations Director to adjust the budget for final collections as of June 30, 2024.

7. Finance - Sewer Transmission Reimbursement Budget Appropriation

The Board appropriated Wastewater Transmission Line Revenues in the amount of \$70,200 for agreements entered into under the Sewer Use Ordinance.

8. Health Services – Annual Report from the Brunswick Child Fatality Prevention Team (CFPT) for Calendar Year 2023.

The Board received an update from the Brunswick County Child Fatality Prevention Team annual report for 2023.

9. Health Services - Consider Approval of a FY 2024 Contract for Services with CRCI, Inc.

The Board approved a FY 2024 contract for substance use recovery services from Christian Recovery Centers, Inc. upon review and approval of the County Attorney.

10. Operation Services – Scene Lights Donation Resolution

The Board approved a resolution to donate four scene lights from Fleet Services to the Winnabow Volunteer Fire Department, Inc. The Resolution reads as follows:

RESOLUTION AUTHORIZING THE DONATION OF SURPLUS SCENE LIGHTS TO THE WINNABOW VOLUNTEER FIRE DEPARTMENT, INC.

WHEREAS, four scene lights belonging to Fleet Services of Brunswick County are no longer needed because the County has deemed the lights as surplus property; and

WHEREAS, the Winnabow Volunteer Fire Department, Inc. can utilize these scene lights to add to their Special Response Trailer; and

WHEREAS, the Winnabow Volunteer Fire Department, Inc.’s Special Response Trailer is used throughout the County for hazmat and fluid spills in addition to

being utilized as a staging area for water rescue calls for Winnabow’s water rescue team; and

WHEREAS, Brunswick County is authorized to donate personal property to a non-profit organization pursuant to the terms of N.C.G.S. § 160A-280; and

WHEREAS, Brunswick County desires to donate said scene lights to the Winnabow Volunteer Fire Department, Inc. for use during responses.

NOW, THEREFORE, BE IT RESOLVED THAT the Brunswick County Board of Commissioners:

- 1. That the aforementioned four scene lights be declared surplus; and
- 2. That Brunswick County Fleet Services be authorized to donate the surplus personal property to the Winnabow Volunteer Fire Department, Inc. without consideration.

This this, 3rd day of June 2024.

Randy Thompson, Chair
Brunswick County Board of Commissioners

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

- 11. **Planning - NC Map Review Officer Resolution Update**
The Board approved a North Carolina Map Review Officers Resolution that amends the list of NC Map Review Officers designated within Brunswick County. The Resolution reads as follows:

**BRUNSWICK COUNTY MAP REVIEW
OFFICER DESIGNATIONS FOR MAPS AND PLATS**

WHEREAS, North Carolina General Statute §47-30.2 has been enacted into law by the North Carolina General Assembly of 1997, and pursuant to that statute, the Brunswick County Commissioners have to designate certain persons as map review officers, and

WHEREAS, there has been staffing changes within Brunswick County, and

WHEREAS, it is the intent of the Brunswick County Commissioners to provide an adequate number of map review officers to prevent patrons from unnecessarily waiting and to avoid delay in the recording maps or plats.

NOW THEREFORE, the Brunswick County Commissioners hereby amend the Map Review Officer Resolution of September 15, 1997, to add the names of and hereby charge Belinda Wilson to execute the duties and obligations of that office, as proscribed in the above-named General Statute. Furthermore, the Brunswick County Commissioners hereby amend the said Resolution to remove the name of Ronald Meredith. Except as Amended herein, the previous Resolution of September 15, 1997, remains in full force and in effect. This instrument shall be duly executed and then filed with the Brunswick County Register of Deeds Office and indexed in the Grantor Index in the name of the Map Review Officer named above.

ADOPTED at a regular meeting this 3rd day of June 2024.

Randy Thompson, Chairman
Brunswick County Board of Commissioners

ATTEST:
Daralyn Spivey, NCCCC
Clerk to the Board

- 12. **Sheriff's Office – Detention Center Goods and Services Agreement - Third Amendment Approval**
The Board approved approve a Third Amendment with Summit Food Service Goods and Services Agreement, the Detention Center's food provider.
- 13. **Social Services – Ratify Social Services Contract with Carolina Staffing Agency**
The Board ratified the Social Services contract with Carolina Staffing Agency.
- 14. **Utilities - Utilities - Baynor Construction Incorporated - Services Agreement (ARPA) - Shallotte Water Meter Replacement Project**
The Board approved and awarded an agreement in the amount of \$354,870.00 to Baynor Construction, Inc. for the Shallotte Water Meter Replacement Project.

VI. **PRESENTATIONS**

- 1. **Health Services - Substance Use, Addiction, and Mental Health Commission Update**
The Board received an update from Laura Trueman with the Substance Use, Addiction, and Mental Health Commission.
- 2. **Sheriff's Office - ARROW Program Approval - Opioid Settlement Funds**
The Board received a presentation from Sheriff Brian Chism and Acacia Alston of the Sheriff's Office requesting to implement the Addiction Response and Re-Discovering Ones Worth (ARROW) Program to operate within the detention center utilizing Opioid Settlement Funds. Commissioner Williams made the motion to table the approval until the June 17, 2024 Regular Meeting pending further information from Pitt County as the model institution currently conducting this program. Commissioner Cooke seconded the motion and passed unanimously (5-0).

VII. **PUBLIC HEARING**

- 1. **Clerk to the Board - Public Hearing to Receive Comments on the FY 2025 Brunswick County Budget, Fees, and Capital Improvement Plan**

Chairman Thomspon opened the Public Hearing at 4:10 p.m.

Mr. Tyler Newman of BASE spoke to express his concerns with the current System Development Fees (SDF) proposed in the FY25 budget.

Ms. Barbara Myers emailed the following comment for the public hearing:
Please approve the proposed budget to expand our current APS center. I've been a volunteer for three years and have seen the growth of the center, the overcrowding of animals, the lack of reasonable space to separate the intake of new animals and the adoption of animals, the lack of space for separation of ill animals. I would strongly recommend the commissioners visit the center, particularly on a Saturday morning when the center is extremely busy. This should be a bipartisan issue and a big win for the residents of our county.

Mr. George Potts emailed the following two separate comments for the Public Hearing:

Email 1: Please do not raise taxes for all homeowners; We cannot handle any more raises. Thanks

Email 2: This is just a quick request for the county commissioners to not raise our taxes this year; Additionally, I cannot afford an increase or can many residents of whom I have spoken with in Brunswick county; Next, we trust that you all will plan projects and spend tax money conservatively; Finally, please respect this as I respect you all, and call please call me for a brief discussion once this message has been received. Thank you and with prayers from Jesus Christ.

Hearing no further comments, Chairman Thompson closed the Public Hearing for this meeting and noted a second Public Hearing will be held at the June 17, 2024 meeting at 6:00 p.m. in the Chambers.

VIII. ADMINISTRATIVE REPORT

1. Information Technology - Approval of Funding for AWMUB (Ash-Waccamaw Multi-use Building) Technology Needs

Cindy Hewett, IT Director presented the Board with the funding request for technology needs for the Ash-Waccamaw Multi-Use Building, associated budget amendment, as well as a sole source purchase. Vice – Chairman Forte made the motion to approve the funding request. Commissioner Cooke seconded the motion and passed unanimously (5 to 0).

IX. BOARD APPOINTMENTS

1. Clerk to the Board - 2024 Annual Board Appointments - Planning Board At Large District 1 Planning Board:

Chairman Thompson made the motion to reappoint Mr. Clifton Cheek to the District 1 Planning Board position. Commissioner Williams seconded the motion and passed unanimously (5 to 0).

At Large Planning Board: Commissioner Sykes made the motion to appoint Mr. Allen Brittain as the At Large appointee to the Planning Board. Commissioner Williams seconded the motion and passed unanimously (5 to 0).

X. BUSINESS/INFORMAL DISCUSSION

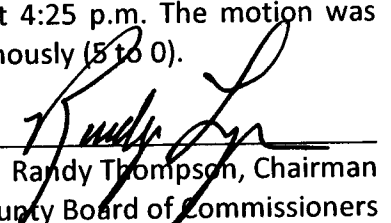
Commissioner Cooke congratulated Deputy Manager Haynes Brigman on his third year at the County.

Vice – Chairman Forte asked for an update on the IT project for the Chambers. Cindy Hewett, IT Director, brought the Board up to date in the process.

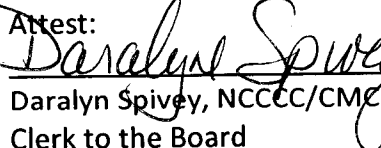
Commissioner Williams mentioned a letter of support for the Town of Leland and Mr. Stone will reach out with next steps.

XI. ADJOURNMENT

Commissioner Sykes moved to adjourn the meeting at 4:25 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/CMC
Clerk to the Board

