

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
October 7, 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 Frank Williams
 Commissioner Pat Sykes
- ABSENT: Commissioner Randy Thompson, Chairman
- STAFF: Steve Stone, County Manager
 Bryan Batton, County Attorney
 David Stanley, Deputy County Manager
 Aaron Smith, Finance Director
 LeAnn Weigand, Executive Assistant/Deputy Clerk
 Meagan Kascsak, Communications Director
 Currie Elkins, 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

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

Vice – Chairman Forte noted Chairman Thompson as absent from the meeting today as he is in Western North Carolina working on relief efforts Post-Hurricane Helene.

II. INVOCATION/PLEDGE OF ALLEGIANCE

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

III. ADJUSTMENTS/APPROVAL OF AGENDA

Vice – Chairman Forte asked for adjustments to the agenda.

Hearing none, Commissioner Williams made the motion to approve the agenda. 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 3:02 p.m. with the following comments:

Mr. Tom Simmons spoke of his concerns with the current status of the ditches and the need to have them cleared.

Ms. T.J. Oliver spoke of her concerns with the current status of stormwater systems throughout the County.

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 – Request the Board of Commissioners Transfer the Access and Functional Needs Program from Emergency Management (104330) to Emergency Medical Services (104332).**

The Board approved the transfer of the Access and Functional Needs Program from Emergency Management (104330) to Emergency Medical Services (104332).

- 2. Clerk to the Board - Annual Rural Operating Assistance Program Funding**

The Board approved and authorized the County Manager to sign the annual funding ROAP application, the MOU, and the Certified Statement.

- 3. Clerk to the Board – Meeting Minutes – September 23, 2024, Regular Meeting Minutes**

The Board approved the Minutes of September 23, 2024, Regular Meeting.

- 4. County Attorney - The Tides at Shallotte, Ph. 1 Deed of Dedication**

The Board accepted the Deed of Dedication for water infrastructure in The Tides at Shallotte, Phase 1, Buildings 1-9, Clubhouse and Pool House.

- 5. EMS - Teleflex Sole Source Agreement**

The Board approved EMS - Teleflex Sole Source Agreement. The Sole Source Resolution reads as follows:

**RESOLUTION AUTHORIZING PURCHASE OF ARROW® EZ-IO SYSTEM
KITS AND SUPPLIES 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 EMS currently uses the Arrow® EZ-IO Intraosseous Vascular Access System to care for EMS patients; and

WHEREAS, the Arrow® EZ-IO System uses a proprietary patented needle and power driver technology and is manufactured, sold, and serviced exclusively by Teleflex LLC, a wholly-owned subsidiary of Teleflex Incorporated; and

WHEREAS, the Arrow® EZ-IO System has a very high success rate in comparison to alternative products that have a higher failure rate, which could compromise patient care and result in faster consumption of certain supplies; and

WHEREAS, the Arrow® EZ-IO System includes a reusable driver that occasionally must be replaced as well as single-patient-use consumable supplies, including needles and stabilizers, that must be resupplied on an ongoing basis as used in patient care; 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 7th day of October 2024.

Mike Forte, Vice - Chairman
Brunswick County Board of Commissioners

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

6. Finance – Brunswick County Schools Contract for Schneider Electric Buildings America Inc. for Design Build

The Board approved and authorized the Chairman to sign a contract with Schneider Electric Buildings America Inc., in the amount of \$2,399,989 for HVAC projects at Virginia Williamson Elementary, North Brunswick High School, Lincoln Elementary, and Southport Elementary.

7. Finance – Fiscal Items

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

-Health Services Additional Funds Duplin County Budget Amendment
Appropriate miscellaneous revenues for additional funds available from Duplin County for this region to assist with training that is required to acquire/maintain certifications. These funds assisted with centralized training for a new Environmental Health Specialist and also will help two of our Clinic Lab staff maintain their water testing certifications.

-Ocean Isle Beach Capital and Replacement
Appropriate \$16,392 of interest and fund balance of \$40,063 for rollover Ocean Isle Beach Capital and Replacement funds transfer to reserve after year-end June 30, 2024, reconciliation.

-West Brunswick Regional Wastewater Capital and Replacement
Appropriate \$22,186 of interest and fund balance of \$541,781 for rollover West Brunswick Regional Capital and Replacement funds transfer to reserve after year-end June 30, 2024, reconciliation.

-Northeast Brunswick Regional Wastewater Capital and Replacement
Appropriate \$46,844 of interest and fund balance of \$903,959 for rollover Northeast Brunswick Regional Capital and Replacement funds transfer to reserve after year-end June 30, 2024, reconciliation.

-Financial Reports for June, July, and August 2024 (unaudited)
Summary Information for General and Enterprise Funds, ARPA, and Opioid project statuses, key revenue indicators, and Cash and Investments details are included. All year-to-date fiscal reports are provided at:
<https://brunswickcountync.gov/finance/reports>

8. Health Services – Additional Funding Received for Maternal Health and Maternal Health Outcomes

The Board approved the receipt of an additional \$2,000.00 from NC Division of Public Health for maternal health services.

9. Information Technology – Migration of Assetworks Application to Vendor Hosted SaaS Platform

The Board approved the migration of the Assetworks application to the vendor hosted SaaS platform for a three-year term as identified in the master services agreement. Assetworks is the fleet management software application used by Operations Services.

10. Library – Grant Application from St. James Foundation for Library Signage

The Board approved the application for a St. James Foundation grant in the amount of \$10,000 to fund new signage at the Southwest Brunswick Branch Library.

11. Operation Services – Disaster Debris Planning and Support Management

The Board awarded the primary disaster debris planning and support management contract to Tetra Tech, Inc. and awarded the secondary disaster debris planning and support management contract to Metric Consulting, LLC.

12. Parks and Recreation – Smithville Park Phase 3 Bid Award

The Board approved the Notice of Award of Bid to Wells Brothers Construction Company, Inc. for Smithville Park Phase 3 improvements with subsequent execution of the construction contract in the amount of \$882,441.50 upon the County Attorneys review and approval of the contract, pay/performance bonds, certificate of insurance, and E-Verify Affidavit.

13. Sheriff's Office – Agreement with Monumental Foundations – ARROW Program (NCOS)

The Board approved an agreement with Monumental Foundations to provide counseling services as part of the ARROW Program in the Brunswick County Detention Center. This program is utilizing North Carolina Opioid Settlement funds.

14. Sheriff's Office - Port Security Grant Program (PSGP) Award Approval

The Board approved the acceptance of the FY24 Port Security Grant Program (PSGP) and delegated authority to fiscal operations to process the acceptance of the grant in the FEMA GO portal. The total grant value is \$32,470, which includes a 25% County match that will be facilitated with drug seizure funds.

15. Sheriff's Office - Agreement with Coastal Horizons - ARROW Program (NCOS)

The Board approved the agreement with Coastal Horizons to provide counseling services as part of the ARROW Program in the Brunswick County Detention Center. This program is utilizing North Carolina Opioid Settlement funds.

16. Sheriff's Office - Sheriff's Office Calabash Substation Lease Agreement

The Board approved the lease agreement with Carolina Shores Resort Condominium Association for the continued use of office space by the Brunswick County Sheriff's Office in Calabash. The lease is valued at \$1.00 per year.

17. Utilities - Approval Request for Sole Source Resolution and Contract for Polydyne, Inc. (Clarifloc A-210P)

The Board approved a sole source resolution and contract for the purchase of Clarifloc A-210P (polymer) manufactured by Polydyne, Inc. The Resolution reads as follows:

**RESOLUTION AUTHORIZING PURCHASE OF CLARIFLOC A-210P
(POLYMER) 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, Clarifloc A-210P, a uniquely formulated polymer, has been proven through bench testing and experience to be the polymer most suitable for the specific treatment conditions for the operations of water treatment; and

WHEREAS, Clarifloc A-210P is manufactured by and proprietary to Polydyne Inc.; 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 7th day of October 2024.

Mike Forte, Vice - Chairman
Brunswick County Board of Commissioners

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

18. Utilities - Contract Approval Request for Purchase of Wheel Loader from James River Equipment

The Board approved the contract for a budgeted purchase of a wheel loader from James River Equipment Virginia, LLC in the amount of \$188,853.67.

19. Utilities - Southport Lift Station Replacement Project (SRP-W-ARP-0105)-Funding Offer-Acceptance

The Board approved a resolution to accept the funding offer from the Department of Environmental Quality (DEQ) in the amount of \$2,800,000 to support the Southport Lift Station Replacement Project (SRP-W-ARP-0105). The action item also requests the Board delegate signing authority to the County Manager for any additional documents in connection to the award/loan. The Resolution reads as follows:

**RESOLUTION TO ACCEPT AN AMERICAN RESCUE PLAN ACT
GRANT FUNDING OFFER FROM THE NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY**

WHEREAS, Brunswick County has received funding from the American Rescue Plan Act (ARPA) funded from the State Fiscal Recovery Fund established in S.L. 2021-180/2022-74 to assist eligible units of government with meeting their water/wastewater infrastructure needs; and

WHEREAS, the North Carolina Department of Environmental Quality has offered American Rescue Plan Act (ARPA) funding in the amount of \$2,800,000.00 to Brunswick County to perform work detailed in the application submitted by Brunswick County, for the construction of three (3) lift station replacements (hereinafter the "Project"); and

WHEREAS, Brunswick County intends to perform said Project in accordance with the agreed upon scope of work.

NOW, THEREFORE, be it resolved by the Board of Commissioners of Brunswick County

1. That Brunswick County does hereby accept the American Rescue Plan Act Grant offer of \$2,800,000.00 from the North Carolina Department of Environmental Quality for the Project.

2. That Brunswick County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

3. That Mr. Steven T. Stone, County Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this Project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure for the Project.

Adopted this, the 21st day of October 2024 at Brunswick County, North Carolina.

Mike Forte, Vice - Chairman
Brunswick County Board of Commissioners

Attest:

Daralyn Spivey, NCCCC/CMC
Clerk to the Board

VI. PRESENTATIONS

1. **Social Services – Child Support Services Certification of Excellence**

The Board recognized the Child Support Services team who was awarded the Certificate of Excellence for outstanding achievements in all collections, incentives, and self-assessment performance measures from NC DHHS Child Support Services.

VII. ADMINISTRATIVE REPORT

1. **Utilities – Mulberry Branch Water Reclamation Facility – Harper Corporation GC – Change Order #1**

The Board received a presentation requesting the approval of Change Order #1 for work associated with the 0.75 MGD Mulberry Branch Water Reclamation Facility project that increases the time of completion for the project by 14 days and the amount of the contract by \$647,275.08. Commissioner Williams made the motion to approve the above Change Order. The motion was seconded by Commissioner Sykes and passed unanimously (4 to 0).

2. **Operation Services – Post-Disaster Aerial Mosquito Control**

The Board received a request for the issuance of a Notice to Proceed for Vector Disease Control International (VDCI) to perform aerial mosquito control for the populated areas of Brunswick County. Commissioner Sykes made the motion to approve the Post-Disaster Aerial Mosquito Control Notice to Proceed. The motion was seconded by Commissioner Williams and passed unanimously (4 to 0).

VIII. BOARD APPOINTMENTS

1. **Clerk to the Board – Board Appointments – Zoning Board of Adjustments Alternate Position**

Commissioner Williams made the motion to appoint Mr. George Tharrington as the newly authorized Alternate for the Zoning Board of Adjustments. Commissioner Sykes seconded the motion and passed unanimously (4 to 0).

2. **Clerk to the Board – Board Appointments – Community Advisory Committee – Brunswick County Appointment**

Commissioner Cooke made the motion to appoint Dr. Charles Gulas, on the recommendation of the Cape Fear Council of Governments Area Agency on Aging,

as Dr. Gulas has been vetted and has completed the required training. Commissioner Williams seconded the motion and passed unanimously (4 to 0).

IX. BUSINESS/INFORMAL DISCUSSION

Commissioner Sykes:

Pay for those serving in Western North Carolina: Requested an update on the status of the payment and reimbursement to Brunswick County for staff currently working in Western North Carolina Post-Hurricane Helene.

Commissioner Williams:

Board Applications: Requested an additional field be placed on the application for Board appointments explaining why they would like an appointment to that particular Board.

After- Action Report: Would like to see members of the Board of Commissioners to be involved in the process and include staff members feedback.

Rural Planning Organization: Legislative Goals for the RPO are to be adopted later this week. One discussion point is requesting the Sate provide adequate funding for maintaining draining/ditches that are controlled by NC DOT, and to specifically address evacuation routes.

Veterans Report: Noted the wait time has decreased for services.

Commissioner Cooke:

Emergency Management: State-wide the Post-Hurricane Helene response has been extraordinary.

Commissioner Sykes:

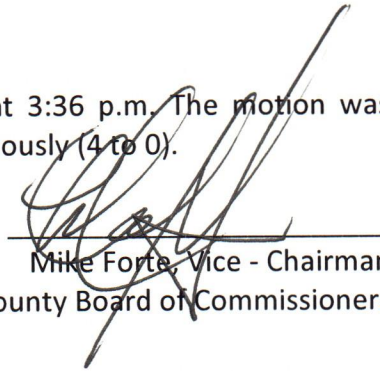
Stormwater Policy: At the October 21st meeting, include the stormwater systems policy for discussion.

Vice- Chairman Forte:

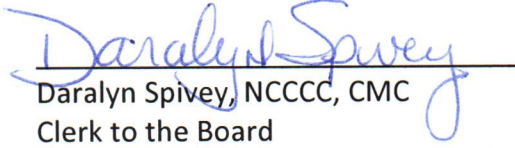
Stormwater: Investigate what the County can do for stormwater management.

X. ADJOURNMENT

Commissioner Sykes moved to adjourn the meeting at 3:36 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, CMC
Clerk to the Board

