

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
March 17, 2025
6:00 PM

I. Call to Order

II. Invocation/Pledge of Allegiance

III. Adjustments/Approval of Agenda

IV. Public Comments

V. Approval of Consent Agenda

1. Board of Elections Staffing Budget Amendment

Request that the Board of Commissioners approve a budget amendment to cover additional staffing costs incurred by the Board of Elections during the 2024 Presidential Election.

2. Clerk to the Board - JCPC Roster Approval

Request the Board approve the current roster for the JCPC

3. Clerk to the Board - Meeting Minutes - February 17, 2025 Regular Meeting

Request the Board approve the Regular Meeting Minutes from the February 17, 2025, meeting.

4. Clerk to the Board - Resolution in Support of Updating the 2016 Beaches and Inlet Management Plan (BIMP)

Request the Board consider adopting the Resolution in support of updating the 2016 Beach and Inlet Management Plan (BIMP)

5. Code Administration - Interlocal Agreement - Fire Inspection Services Carolina Shores

Requesting Approval and Authorization to enter into a Interlocal Agreement for Fire Inspection Services with the Town of Carolina Shores.

6. Code Administration - Interlocal Agreement -Fire Inspection Services - Town of Caswell Beach

Approval and authorize signature to enter into Interlocal Agreement with Town of Caswell Beach for the County to provide Fire Inspection Services.

7. County Attorney - Cedar Hill Landing, Ph. K, Sec. 1 Deed of Dedication

Consider accepting the Deed of Dedication for water and sewer infrastructure for Cedar Hill Landing, Phase K, Section 1.

8. County Attorney - Heartsease at Ocean Isle Beach, Ph. 1 Deed of Dedication

Consider accepting the Deed of Dedication for water and sewer infrastructure for Heartsease at Ocean Isle Beach, Phase 1.

9. County Attorney - Resolution - Mini-Brooks Exemption for Surveying Services
Request that the Board of Commissioners approve a resolution exempting surveying services for Parcel No. 01000003 pursuant to N.C.G.S. 143-64.31.
10. County Attorney - Skipper Heights Deed of Dedication
Consider accepting the Deed of Dedication for water and sewer infrastructure for Skipper Heights.
11. County Attorney - The Meadows at Wildwood Village, Ph. 3 Deed of Dedication
Consider accepting the Deed of Dedication for water infrastructure for The Meadows at Wildwood Village, Phase 3.
12. Emergency Management - Resolution in Support of the Donation of the Fire Prevention Trailer to Grissettown-Longwood Fire & Rescue, Inc.
It is requested that the Board of Commissioners support in Resolution the transfer of the Brunswick County Fire Prevention Trailer to the Grissettown-Longwood Fire & Rescue, Inc.
13. Finance - Brunswick County Schools Contract with ATD Building Inc for Science Classroom Renovations Group A - Leland Middle School and North Brunswick High School
Request that the Board of Commissioners approve and authorize the Chairman to sign a contract with ATD Building Inc for Science Classroom Renovations Group A - Leland Middle School and North Brunswick High School.
14. Finance - Fiscal Items
Request that the Board of Commissioners approve Budget Amendments, Capital Project Ordinances, and Fiscal Items of a routine nature on the consent agenda.
15. Health Services - CRCI National Opioid Settlement Fund Additional Appropriation
Request that the Board of Commissioners approve the use of additional National Opioid Settlement Funds and the associated Ordinance and Resolution for the 2025 agreement with Christian Recovery Center, Inc. for Substance Use Recovery Services.
16. Health Services - Consolidated Agreement for FY 2025-26 with NC DHHS Division of Public Health and Division of Child and Family Well-Being.
Request Board of Commissioners approve the annual FY 2025-26 Consolidated Agreement with NC DHHS Division of Public Health and Division of Child and Family Well-Being.
17. Health Services - MOU for Community Health Needs Assessment with Novant Health Brunswick Medical Center and Doshier Memorial Hospital
Request that the Board of Commissioners approve the MOU between Brunswick County Health Services, Novant Health Brunswick Medical Center, and Doshier Memorial Hospital for the 2025 Community Health Needs Assessment.

18. Operation Services - Dewberry Engineers Inc. - Mini-Brooks Exemption

Request that the Board of Commissioners approve a resolution exempting engineering services associated with the placement of a generator at the Utility Billing Office from N.C.G.S. 143-64.31.

19. Operation Services - Services Agreement - Insurance Auto Auctions Corp.

Request that the Board of Commissioners enter into a new services agreement with Insurance Auto Auctions Corp. (IAA).

20. Parks and Recreation - North Carolina Amateur Sports - Youth Sports Grant

Request the Board of Commissioners for Permission to Submit for the North Carolina Amateur Sports Grant.

21. Parks and Recreation - Smithville Park Phase 3 Musco Sports Lighting

Request the Board of Commissioners approve a Construction Agreement with Musco Sports Lighting at Smithville Park Phase 3 in the amount \$779,783.00.

22. Sheriff's Office - City of Northwest and Sheriff's Office Interlocal Agreement Approval

Request the Board of Commissioners approve an Interlocal Agreement between the City of Northwest, Brunswick County, and the Brunswick County Sheriff for off-duty law enforcement services.

23. Social Services - Trillium Health Resources Work First/CPS MOA

Request that the Board of Commissioners approve the Memorandum of Agreement between the Department of Social Services and Trillium Health Resources for mental health and substance abuse screening of Work First /Child Protective Services clients.

24. Tax - March 2025 Releases

Requested that the Board of Commissioners approve the March 2025 releases.

25. Tax - March 2025 MV Discovery Valuation & Levy for February 2025

Request that the Board of Commissioners approve the March 2025 motor vehicle and levy discovery created in February 2025.

26. Utilities - Approval of a Contract with Cummins Inc. d/b/a Cummins Sales and Service in the Amount of \$171,148.90 for Purchase of a Mobile Generator.

Request that the Board of Commissioners consider approval of a contract in the amount of \$171,148.90 with Cummins Inc. d/b/a Cummins Sales and Service for the purchase of a mobile generator in accordance with NCGS 143-129(e)(3).

27. Utilities - Approval of a Contract with Knapheide Truck Equipment Company Midsouth in the Amount of \$111,584.62.

Request that the Board of Commissioners consider approval of a contract in the amount of \$111,584.62 with Knapheide Truck Equipment Company Midsouth to purchase seven (7) truck equipment bodies.

28. Utilities - Cape Fear Engineering - Ocean Ridge Reclaimed Water Line - PSA - Mini Brooks
Request that the Board of Commissioners approve a resolution to exempt qualifications-based selection requirements from the Mini-Brooks Act for requirements for the selection of an engineer and approve the associated Professional Services Agreement with Cape Fear Engineering, Inc. (CFE) in the amount of \$46,800 for professional engineering services associated with the design and construction of the Ocean Ridge Reclaimed Water Main project.
29. Utilities - McKim & Creed - Amendment #1 NE Brunswick WWTP Phase III Expansion
Request that the Board of Commissioners authorize the Chairman and Clerk to the Board to approve Amendment #1 to the contract with McKim and Creed Engineering, along with the associated budget amendment. This amendment will increase both the contract time and the value of the Northeast Brunswick Wastewater Treatment Plant Phase III Expansion.
30. Utilities - Mulberry Branch Water Reclamation Facility - Harper Corporation GC - Change Order #2
Request that the Board of Commissioners approve Change Order #2 for the 0.75 MGD Mulberry Branch Water Reclamation Facility project. This change order will increase the contract amount by \$465,988.79, with no extension to the project's completion date.
31. Utilities - NeutraTek Odour Solutions LP Sole Source Resolution and Contract
Request that the Board of Commissioners consider approving a budgeted contract in the amount of \$46,438.85 for the purchase of maintenance components for an odor control unit in accordance with N.C.G.S. 143-129(e)(6).
32. Utilities - NWWTP Chief Operator FTE
Request the Board of Commissioners approve the Northwest Water Treatment Plant Chief Operator Position.
33. Utilities - Northwest Water Treatment Plant Sludge Removal Contract - Synagro Central LLC.
Request that the Board of Commissioners consider approving the attached 3-yr services agreement with Synagro Central LLC, for an estimated \$1,696,974.47.
34. Utilities - Southport Low Pressure Conversion Project - Grant Application Evaluation
Request the Board of Commissioners approve the attached Brunswick County Grant Application Evaluation Form for the Southport Low Pressure Conversion Project and authorize the County Manager to sign and allow staff to submit the required application and background data to the granting agency. Additionally, request the Board of Commissioners to update the planned use of the \$35 million appropriation from the State of North Carolina (SL-2023-134) to include this project.
35. Utilities - WK Dickson - PSA - Southport Evaluation and Rehabilitation of the Sewer System (FIFI) project.

Request the Board of Commissioners authorize the Chairman and Clerk to the Board to execute a Professional Services Agreement with W.K. Dickson & Co, LLC in the amount of \$584,016.62 for engineering, surveying, design services, and additional services in association with the rehabilitation and replacement of sewer infrastructure and the design of a new sewer force main, known as the Southport Evaluation and Rehabilitation of Sewer System (FIFI) project.

36. Utilities - WK Dickson - PSA Southport Lift Station Replacement

Request that the Board of Commissioners authorize the Chairman to execute a Professional Services Agreement with W.K. Dickson & Co, LLC in the amount of \$203,424.00 for engineering, surveying, design services, and additional services in association with the replacement of three (3) aging lift stations, known as the Southport Lift Station Replacement project.

37. Veterans Services - NC DMVA Grant Program for County Veterans Offices

Request the County Commissioners approve a grant application to be submitted to the NC Department of Military and Veteran Affairs (NC DMVA)

VI. Presentations

1. Clerk to the Board - Proclamation - National County Government Month April 2025

Request the Board consider adopting the Proclamation for the National County Government Month for April 2025

2. Clerk to the Board - Proclamation - Week of the Young Child

Request the Board consider adoption of the "Week of the Young Child" Proclamation

3. EMS - Emergency Medical Services Program Presentation

Request that the Board of Commissioners receive a presentation regarding Emergency Medical Services program.

VII. Administrative Report

1. Utilities - H2GO Request for Infrastructure Conveyance

Per Board of Commissioners request, bringing back for consideration the request via H2GO to convey a 16" PVC water line that crosses under US17.

2. Planning - Update on the Proposed UDO Text Amendments

Request to receive an update on the Proposed UDO Text Amendment.

VIII. Board Appointments

1. Clerk to the Board - Board Appointment - Library Board

Request the Board consider appointment to the Library Board from one of the applications submitted.

2. Clerk to the Board - Board Appointment Ocean Isle Beach Planning Board/ETJ Appointment

Request the Board consider appointment to the Ocean Isle Beach Planning Board ETJ

vacancy

3. Clerk to the Board - Board Appointment Town of Carolina Shores Planning Board and Board of Adjustments ETJ

Request the Board consider appointment to the Town of Carolina Shores Planning Board and Board of Adjustments ETJ vacancy

IX. Other Business/Informal Discussion

X. Closed Session

1. County Attorney - Closed Session

Request the Board enter closed session pursuant to N.C.G.S. 143-318.11(a)(1) and (3) to approve Closed Session Minutes of December 2, 2024, and to consult with its attorney in order to preserve the attorney-client privilege.

XI. Adjournment