

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING AGENDA**

**May 19, 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. Administration - NC Demographic Information Survey - Point of Contact Designation  
Request that the Board of Commissioners designate Planning Director Kirstie Dixon as the County's main point of contact for the North Carolina Demographic Information Survey.
2. Clerk to the Board - Meeting Minutes - May 5, 2025, Special Meeting Minutes and May 5, 2025, Regular Meeting Minutes  
Request the Board approve the Minutes from the May 5, 2025, Special Meeting Minutes and the May 5, 2025, Regular Meeting Minutes.
3. County Attorney - Herring Shores, Phases 1A and 1C Deed of Dedication  
Consider accepting the Deed of Dedication for water and sewer infrastructure for Herring Shores, Phases 1A and 1C.
4. County Attorney - River Tide Farms, Ph 2 Deed of Dedication  
Consider accepting the Deed of Dedication for water and sewer infrastructure in River Tide Farms, Phase 2.
5. 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.
6. Sheriff's Office - Insurance Proceeds Appropriation to Replace Totaled Vehicles  
Request the Board of Commissioners approve an appropriation request of remaining insurance proceeds to replace Sheriff's Office vehicles totaled in motor vehicle accidents (MVAs) this fiscal year.
7. Social Services - Northwoods - Traverse Software Package Agreement  
Request the Board of Commissioners approve the service agreement with Northwoods Consulting Partner's Inc. for the Traverse software package.
8. Tax - May 2025 Tax Releases  
Request that the Board of Commissioners approve the May 2025 releases.
9. Utilities - Smith Talbert - Construction or Repair Agreement - Small Projects - Gravity

#### Sewer Services Cougar Road

Request the Board of Commissioners award a contract to Smith Talbert Construction, LLC for the installation of two gravity sewer services, located on Cougar Road in Boiling Spring Lakes, in the total amount of \$30,151.08.

### **VI. Presentations**

1. Cooperative Extension - (Amy Mead) Presentation of the 2025 Brunswick County 4-H Youth Council

Request the Board of Commissioners receive a presentation from Brunswick County 4-H regarding the inaugural cohort of the 2025 Brunswick County 4-H Youth Council.

### **VII. Administrative Report**

1. Administration - (Niel Brooks) Lockwood Folly Dredging Project

Request that the Board of Commissioners consider authorizing the transfer of \$186,125 to the NC Department of Environmental Quality (DEQ) as the required local match for a project to dredge the navigation channel at the Lockwood Folly Inlet.

2. Administration - (Steve Stone) Recommended Budget Ordinance, Capital Improvement Plan, and Schedule of Fees for FY 2026

Request that the Board of Commissioners receive the Recommended Budget Ordinance, Capital Improvement Plan, and Schedule of Fees for FY 2026, and schedule a public hearing on the matter for June 2, 2025, at 3:00 p.m.

### **VIII. Board Appointments**

1. Clerk to the Board - (Daralyn Spivey) Planning Board/ SUAMHC/Nursing Home & Adult Care Community and 2025 Annual Board Appointments

Request the Board of Commissioners appoint a vacated seat of the Planning Board as an At-Large seat, a vacated seat as the Sheriff's appointee to the SUAMHC seat, appointment to the Nursing Home & Adult Care Home Community (Districts 4 & 5), and to appoint/ re-appoint members to the various Boards/Committees/Commissions the Commissioners are responsible for appointing.

### **IX. Other Business/Informal Discussion**

### **X. Closed Session**

1. Clerk to the Board - Closed Session

Request the Board enter closed session pursuant to N.C.G.S. 143-318.11(a)(1), (3), (5), and (6) to approve Closed Session Minutes, consult with its attorney in order to preserve the attorney-client privilege, to discuss the acquisition of property, and to discuss personnel.

### **XI. Adjournment**