

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
June 2, 2025
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, Chairman
Commissioner J. Martin Cooke, Vice – Chairman
Commissioner Randy Thompson
Commissioner Pat Sykes
Commissioner Frank Williams

STAFF: Steve Stone, County Manager
Bryan Batton, County Attorney
David Stanley, Deputy County Manager
Niel Brooks, Deputy County Manager
Aaron Smith, Finance Director
Daralyn Spivey, Clerk to the Board
LeAnn Weigand, Executive Assistant/Deputy Clerk
Meagan Kascsak, Communications Director
Jim Hartsell, IT
Lt. Tate 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 Forte called the meeting to order at 3:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

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

III. ADJUSTMENTS/APPROVAL OF AGENDA

Commissioner Williams made the motion to approve the amended agenda. Commissioner Thompson seconded the motion and passed unanimously (5 to 0).

IV. PUBLIC COMMENT

Ms. Shirley Sullivan spoke to her concerns regarding development in the County and referenced the Brunswick Blueprint 2020 Plan.

Ms. Judy Andricak spoke concerning the current status of road infrastructure within the County.

Ms. Marilyn Matteo spoke concerning current development and the impact on wildlife within the County.

Mr. Josh Kirby spoke regarding environmental concerns in Stanbury Creek and the sediment runoff as a result of the River Lake Development.

V. APPROVAL OF CONSENT AGENDA

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

1. **Clerk to the Board – Meeting Minutes – May 19, 2025, Regular Meeting**

The Board approved the Meeting Minutes of May 19, 2025, Regular Meeting.

2. **County Attorney – The Sanctuary at Sunset Beach, Ph 2 Deed of Dedication**

The Board accepted the deed of dedication for water and sewer infrastructure for The Sanctuary at Sunset Beach, Ph 2.

3. **Finance - Fiscal Items**

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

-Biosolids Project Hours Budget Amendment and CPO

Appropriated investment earnings revenue for utility project hours billed to the project.

-Water Planned Future Projects Budget Amendment

This amendment appropriated revenue and transferred \$1,300,000 to the undesignated water capital reserve to support future planned projects. This allocation is based on projected fund results, adjusted for the anticipated use of operating reserves.

-Wastewater Planned Future Projects Budget Amendment

This amendment appropriated revenue and transferred \$1,800,000 to the undesignated wastewater capital reserve to support future planned projects. This allocation is based on projected fund results, adjusted for the anticipated use of operating reserves.

-Smithville Park Irrigation Tap Budget Amendment and CPO

Transferred \$23,000 from the county capital reserve designated for Smithville Park to the project for installation of an irrigation tap and connection.

-DHHS and EOC Building Transfer Budget Amendment

Transferred funds to the county capital reserve previously budgeted for planned debt service for the DHHS-EOC building. Due to the project's timing, debt has not been issued in FY2025.

-Water Anticipated Expenditures Budget Amendment

Appropriated \$500,000 of water revenues for miscellaneous expense and authorized transfer within the water fund by the Fiscal Operations Director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year-end.

-Wastewater Anticipated Expenditures Budget Amendment

Appropriated \$500,000 of wastewater revenues for miscellaneous expense and authorized transfer within the wastewater fund by the Fiscal Operations Director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year-end.

-Brunswick County Schools Miscellaneous Revenue Budget Amendment

Appropriated \$100,000 of miscellaneous revenues for miscellaneous expenses associated with fines and forfeitures collected to be distributed to Brunswick County Schools.

-General Fund Revenues Budget Amendment

Appropriated \$243,500 of Register of Deeds revenues and \$500,000 of Solid Waste Fee revenues and anticipated expenditures of \$314,000, Law Enforcement Separation expenditures of \$28,000, Soil and Water expenditures of \$2,200, 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 of amounts budgeted at year-end.

-Paramedicine Adjustment Budget Amendment

The amendments adjusted the Community Paramedicine budget to reflect projected amounts qualified for funding with National Opioid Settlement Funds. The program was funded for a full fiscal year but began operation on a limited schedule only recently.

-Excess Collections Schools 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, 2025.

-System Development Fees Budget Amendment

Appropriated \$11,365,127 of water and sewer system development fee revenues to be transferred to the Enterprise Capital Reserve Funds. These funds were collected in compliance with North Carolina General Assembly amended Chapter 162A, Article 8 of the General Statutes, amended by House Bill 436. These reserves will be used to fund eligible capital improvement projects. Also authorizes the Finance Director to adjust the budget for final collections as of June 30, 2025.

-FEMA Revenues Budget Amendment

The amendment appropriated revenues and expenditures for the response to, and damage caused by, Hurricane Debbie and PTC8. Significant efforts were undertaken as emergency protective measures, and permanent repairs were needed following the events. Federal and State funding has been requested from FEMA and are projected to be obligated in support of these recovery efforts.

4. Information Technology – SHI – Microsoft Enterprise Agreement – Fourth Amendment

The Board ratified the County Manager's execution of the SHI - Microsoft Enterprise Agreement - Fourth Amendment, extending the existing agreement through August 31, 2025.

5. Library – Library ARP – Enabled Van and Bookmobile Opening Day Collection

The Board approved \$53,376.34 in ARP-enabled funds to purchase a replacement van for the Library courier route and \$10,000 in ARP-enabled funds to purchase an opening-day collection for the bookmobile.

6. Utilities – Southport Sewer Replacement Project and the Southport Low Pressure Conversion Project Funding Acceptance

The Board approved a resolution accepting the Funding Offer from the Department of Environmental Quality (DEQ) in the amount of \$13,297,782 for the design and construction of the Southport Sewer Replacement Project and the Southport Low Pressure Conversion Project, authorizes staff to provide any additional required documents, and delegate signing authority to the County Manager. The Resolution reads as follows:

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the County of Brunswick has received a Directed Projects grant from the 2023 Appropriations Act, Session Law 2023-134, administered through the Drinking

Water Reserve and Wastewater Reserve to assist eligible units of government with meeting their water/wastewater infrastructure needs; and

WHEREAS, the North Carolina Department of Environmental Quality - Division of Water Infrastructure has offered 2023 Appropriations Act funding in the amount of \$13,297,782.00 (DWI Project No.: SRP-W-134-0263) to perform work detailed in the submitted application; and

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

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF BRUNSWICK:

1. That the County of Brunswick does hereby accept the 2023 Appropriations Act Directed Projects Grant offer of \$13,297,782.00.
2. That the County of Brunswick 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 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.

Adopted this, the 2nd day of June 2025.

Mike Forte, Chairman
Brunswick County Board of Commissioners

Attest:

Daralyn Spivey, NCCCC, CMC
Clerk to the Board

7. Utilities – The Wooten Company – Southport Sewer Replacement - PSA

The Board approved and authorized the Chairman and Clerk to the Board to approve Amendment #1 to the contract with L.E. Wooten & Company, dba The Wooten Company, which modifies the contract term to extend through the completion of the project and adds Brunswick County's standard terms and conditions.

VI. PUBLIC HEARING

1. Clerk to the Board – Public Hearing to Receive Comments on the FY 2026 Brunswick County Budget, Fees, and Five-Year Capital Improvement Plan

Chairman Forte opened the Public Hearing at 3:18 p.m. Hearing no comments, Commissioner Thompson made the motion to continue the public hearing until the June 16, 2025, Regular Meeting. Commissioner Sykes seconded the motion and passed unanimously (5 to 0).

VII. ADMINISTRATIVE REPORT

1. Utilities – McKim and Creed PSA – PER WBRWRF Expansion

Mr. Nichols requested the Board authorize the Chairman and Clerk to the Board to execute a Professional Services Agreement with McKim and Creed, Inc. in the amount of \$2,644,400 for engineering, surveying, design services and additional services in association with the Preliminary Engineering Report (PER) for planning, preliminary design, and permitting of the West Brunswick Regional Water Reclamation Facility (WBRWRF) expansion project. Additionally, Mr. Nichols requested the Board approve the resolution declaring the intent of Brunswick County to reimburse itself for capital expenditures incurred prior to debt financing. Commissioner Williams made the motion move forward. Vice – Chairman Cooke seconded the motion and passed unanimously (5-0). The Resolution reads as follows:

**RESOLUTION OF THE COUNTY OF BRUNSWICK, NORTH CAROLINA, DECLARING
THE INTENT OF THE COUNTY OF BRUNSWICK, NORTH CAROLINA TO REIMBURSE
ITSELF FOR CAPITAL EXPENDITURES INCURRED IN CONNECTION WITH CERTAIN
SYSTEM IMPROVEMENTS FROM THE PROCEEDS OF CERTAIN TAX-EXEMPT
OBLIGATIONS**

WHEREAS, the Board of Commissioners of the County of Brunswick, North Carolina ("County") has determined that it is in the best interests of the County to finance certain improvements to its water system and infrastructure, specifically including, but not limited to, the expansion of the West Brunswick Regional Water Reclamation Facility and related improvements necessary for the expansion (collectively, the "Project");

WHEREAS, the County presently intends, at one time or from time to time, to finance all or a portion of the costs of the Project with proceeds of tax-exempt obligations and reasonably expects to execute and deliver such obligations (the "Obligations") to finance, or to reimburse itself for, all or a portion of the costs of the Project; and

WHEREAS, the County desires to proceed with the Project and will incur and pay certain expenditures in connection with the Project prior to the date of execution and delivery of the Obligations (the "Original Expenditures"), such Original Expenditures to be paid for originally from a source other than the proceeds of the Obligations, and the County intends, and reasonably expects, to be reimbursed for such Original Expenditures from a portion of the proceeds of the Obligations to be executed and delivered at a date occurring after the dates of such Original Expenditures;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Brunswick, North Carolina as follows:

Section 1. Official Declaration of Intent. The County presently intends, and reasonably expects, to reimburse itself for the Original Expenditures incurred and paid by the County on or after the date occurring 60 days prior to the date of adoption of this Resolution from a portion of the proceeds of the Obligations. The County reasonably expects to execute and deliver the Obligations to finance all or a portion of the costs of the Project and the maximum principal amount of Obligations expected to be executed and delivered by County to pay for all or a portion of the costs of the Project is approximately \$252,257,000.

Section 2. Compliance with Regulations. The County adopts this Resolution as a declaration of official intent under Section 1.150-2 of the Treasury Regulations promulgated under Section 103 of the Internal Revenue Code of 1986, as amended, to evidence the County's intent to reimburse itself for the Original Expenditures from proceeds of the Obligations.

Section 3. Itemization of Capital Expenditures. The Director of Fiscal Operations of the County, with advice from bond counsel, is hereby authorized, directed and designated to act on behalf of the County in determining and itemizing all of the Original Expenditures incurred and paid by the County in connection with the Project during the period commencing on the date occurring 60 days prior to the date of adoption of this Resolution and ending on the date of execution and delivery of the Obligations.

Section 4. Effective Date. This Resolution is effective immediately on the date of its adoption.

On motion of Commissioner Williams, the foregoing resolution entitled "RESOLUTION OF THE COUNTY OF BRUNSWICK, NORTH CAROLINA, DECLARING THE INTENT OF THE COUNTY OF BRUNSWICK, NORTH CAROLINA TO REIMBURSE ITSELF FOR CAPITAL EXPENDITURES INCURRED IN CONNECTION WITH CERTAIN SYSTEM IMPROVEMENTS FROM THE PROCEEDS OF CERTAIN TAX-EXEMPT OBLIGATIONS" was duly adopted by the following vote:

AYES:

Commissioners' Forte, Cooke, Thompson, Sykes, and Williams

NAYS:

None

VIII. BOARD APPOINTMENTS

1. Clerk to the Board – Board of Adjustment ETJ Appointment - Calabash

Commissioner Thompson made the motion to approve the appointment of Mr. Mark St. Clair to the Town of Calabash Board of Adjustments as the ETJ Appointee. Commissioner Williams seconded the motion and passed unanimously (5 to 0).

IX. OTHER BUSINESS/INFORMAL DISCUSSION

Commissioner Thompson requested a report on the open burning and the existing draft for consideration regarding disposal of the debris in property being developed, understanding that this request would have to go to the state legislators for approval.

Commissioner Sykes requested a listing of Bills that are of concern for Brunswick County for discussion with State Legislators during Advocacy Days.

X. CLOSED SESSION

Chairman Forte requested the Board enter closed session pursuant to N.C.G.S. 143-318.11(a)(6).

The Board entered Closed Session pursuant to N.C.G.S. 143-318.11(a)(6) to discuss personnel.

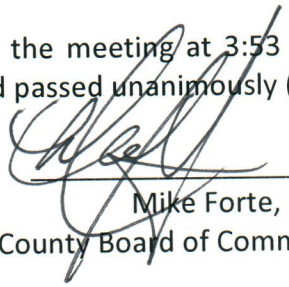
Chairman Forte noted the above statutory requirements.

Vice - Chairman Cooke made the motion to enter Closed Session at 3:30 p.m. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

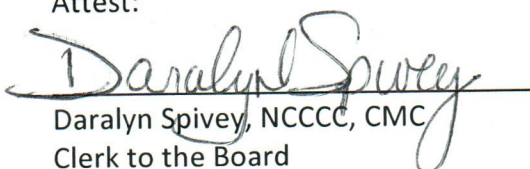
Chairman Forte called the Regular Session to order at 3:52 p.m. with nothing to report.

XI. ADJOURNMENT

Commissioner Williams made the motion to adjourn the meeting at 3:53 p.m. The motion was seconded by Commissioner Thompson and passed unanimously (5 to 0).


Mike Forte, Chairman
Brunswick County Board of Commissioners

Attest:


Daralyn Spivey, NCCCC, CMC
Clerk to the Board

